

ADAMS COUNTY BOARD OF SUPERVISORS MEETING  
Adams County Board Room, January 17, 2012 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of December 20, 2011 minutes
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Johnson, Keckeisen, Kotlowski, Licitar, Miller and Morgan.
10. **Claims:** None
11. **Correspondence:** Appreciation letter to Planning and Zoning Department from TimberLake Homes.
12. **Appointments:**
13. **Unfinished Business:**
14. **Reports and Presentations:**
  - A. Miscellaneous:
    - Administrative Coordinator/Director of Finance report
    - Daric Smith, RIDC
    - 2011 Years of Service Recognition

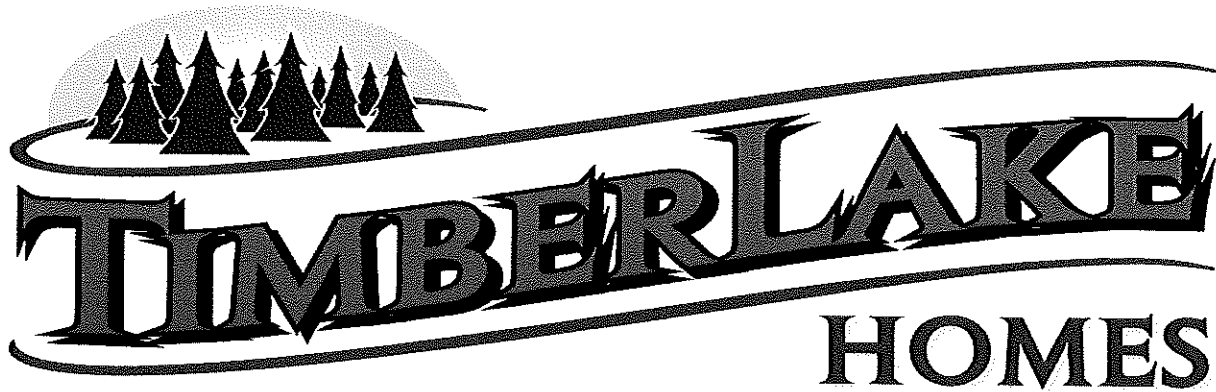
15. Review Committee Minutes

Admin/Fin 12/12/11 Ad Hoc Consolid 11/8/11, 12/15/11 Ad Hoc Trans 10/27/11 Board of Adj 10/19/11, 12/21/11	County Board 12/20/11 Executive 12/13/11 H&H & Vet 11/18/11 Highway 12/8/11 Humane Society 11/14/11, 12/12/11	Landfill 12/19/11 Land & Water 11/14/11 P & Z 12/7/11, 01/04/12 Property 12/20/11, 12/27/11	PS & Judiciary 12/14/11, 12/20/11 Solid Waste 12/14/11 Surveyor 01/03/12 UW Ext 12/13/11
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16. **Resolutions:**

- Res. #01:** To authorize Deputy Todd Laudert, Investigator for the Sheriff's Office to attend the NNOAC Delegate Meeting in Washington, D.C. from February 4-9, 2012.
- Res. #02:** To transfer funds from the General Fund to Capital Project Account No. 420-73-57145-920 to complete rehabilitation of the Health and Human Services building.
- Res. #03:** To create a Part-Time Truck Driver/Laborer position in the Solid Waste Department
- Res. #04:** To enter into a one year service agreement with Solarus for DSL/High Speed Internet Service at the Adams County Landfill, Recycling & Composting Facility.
- Res. #05:** To obtain financial assistance from the Natural Resources expense account, an Adams County landowner, non-profit organization and government agency through a written request to the Adams County Land and Water Conservation Committee.
- Res. #06:** To authorize the Administrative Coordinator/Director of Finance to apply for a Wisconsin Department of Natural Resources (WDNR) Conservation Aids grant for Petenwell Flowage Musky Stocking.

17. **Ordinance:** None
18. **Denials:** None
19. **Petitions:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date
24. Adjournment.



**December 12, 2011**

**Mr. Sebastiani,**

**We deal with Adams County Planning and Zoning on just about a daily basis, being a manufactured and modular home dealer. We have many phone calls to their office and have to rely on them for many permits and all types of situations where we need their assistance. Phil McLaughlin, Cathy and the new girl, Michelle and Dan Hansen the inspector have been so helpful to us. We feel that they have given us excellent customer service and we wanted to let the county board know how much that we appreciate them. It is so easy to criticize but we feel it is more important to recognize great customer service, and they have certainly given us that!**

**Sincerely,**

**Sarah Carroll and Ron and Patti Thompson**

**TimberLake Homes**

# 2011 YEARS OF SERVICE RECOGNITION

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## 25 Years of Service

(Recognized during the year)

Jane Gervais, Emergency Management, 7/7/86  
Sherry Kotlowski, Highway Department, 9/15/86

## 20 Years of Service

Mark Crump, Highway Department  
Gregory Kobs, Solid Waste & Recycling  
Lisa Krizan, Health & Human Services  
Michael Kroetz, Sheriff's Department  
Todd Stammen, Solid Waste & Recycling  
Pela Steiner, District Attorney Office  
Darren Tolley, Parks Department  
Janine Zander, County Treasurer Office

## 15 Years of Service

MaryAnn Bays, County Treasurer  
Tracy Guevara, Maintenance Department  
Paul Morrison, Sheriff's Department  
Debra Roberts, Health & Human Services  
Rodney Stormoen, Sheriff's Department  
Brent York, Sheriff's Department

## 10 Years of Service

Daniel Bohm, Maintenance Department  
Janet Leja, Child Support Department  
Dawn McGhee, Information Systems  
Brian Olson, Highway Department  
Craig Orlowski, Sheriff's Department  
Norma Osterloh, Health & Human Svcs  
Darren Schlafer, Highway Department  
Jacquelyn Schwingel, Health & Human Svcs

## 5 Years of Service

Diane Anderson, Health & Human Svcs  
Les Beckman, Sheriff's Department  
Sharon Christensen, Clerk of Court  
Shanna Cote, Health & Human Svcs.  
Terry Fahrenkrug, Sheriff's Department  
Kelly Oleson, Health & Human Svcs.  
Nicholas Ponto, Sheriff's Department  
Harold Quarles, Sheriff's Department  
Philip Robinson, Health & Human Svcs.  
Bonnie Schultz, Library  
Tina Smith, Health & Human Svcs.  
Sandra Wellumson, Library

**RESOLUTION TO AUTHORIZE SHERIFF'S DEPUTY TODD LAUDERT TO  
ATTEND THE NATIONAL NARCOTIC OFFICERS' ASSOCIATION'S  
COALITION DELEGATE MEETING IN WASHINGTON, D.C.**

**INTENT & SYNOPSIS:** To authorize Deputy Todd Laudert, Investigator for the Sheriff's Office to attend the NNOAC Delegate Meeting in Washington, D.C. from February 4 – 9, 2012.

Recommended for adoption by the Public Safety and Judiciary this 5<sup>th</sup> day of January 2012.

January 2012.

Bill Hall  
al Sebastian

Terry James

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ 17<sup>th</sup> day of January 2012

County Clerk

1 **RESOLUTION 2012 - 02**

2  
3 **RESOLUTION TO TRANSFER FUNDS FROM THE GENERAL FUND TO**  
4 **CAPITAL PROJECT ACCOUNT NO. 420-73-57145-920**

5  
6 **INTRODUCED BY:** Property Committee

7  
8 **INTENT & SYNOPSIS:** Transfer Funds from the General Fund to Capital Project  
9 Account No. 420-73-57145-920 to complete rehabilitation of the Health and  
10 Human Services building.

11  
12 **FISCAL NOTE:** \$47,175.67 be transferred from General Fund.

13  
14 **WHEREAS:** The Capital Project construction contingency fund (8%) was  
15 inadequate; and

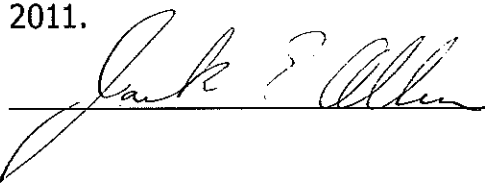
16  
17 **WHEREAS:** Additional expenses were incurred due to unforeseeable structural  
18 and HVAC deficiencies at the Health & Human Services building; and

19  
20 **WHEREAS:** An additional \$47,175.67 will be required to meet the additional  
21 expenses stated above.

22  
23 **NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of  
24 Supervisors hereby approves the amount of \$47,175.67 be transferred from Adams  
25 County General Fund to the Capital Project Account No. 420-73-57145-920 for the  
26 purpose of funding additional expenses at the Health and Human Services building.

27  
28 **BE IT FURTHER RESOLVED:** Any unspent funds will close to the general fund.

29  
30 Recommended for adoption by the Property Committee this 27<sup>th</sup> day of December,  
31 2011.

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39 Adopted \_\_\_\_\_  
40 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
41 Tabled \_\_\_\_\_ day of January 2012.

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44 \_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**RESOLUTION TO CREATE A PART-TIME DRIVER/LABORER POSITION  
IN SOLID WASTE DEPARTMENT**

**INTRODUCED BY:** SOLID WASTE COMMITTEE and EXECUTIVE COMMITTEE

**INTENT & SYNOPSIS:** To create a Part-Time Truck Driver/Laborer position in the Solid Waste Department.

**FISCAL NOTE:** None. The position will be funded through new curbside contracts with Village of Coloma, Village of Oxford, and other expanded out-of-county services. It is anticipated that no additional tax levy will be required to fill these positions.

**WHEREAS:** The County Board, in efforts to become responsible for waste created by its citizens, created a sanitary landfill, business service, town drop-off site maintenance program, composting, and recycling program; and

**WHEREAS:** Additional State and Federal regulations have also increased the duties, responsibilities, and operational criteria to the Solid Waste Department; and

**WHEREAS:** The Solid Waste Department is in need of additional help to adequately serve the growing Adams County and surrounding communities, meet the concerns of the Town of Strongs Prairie to perform its duties adequately under State and Federal law, and operate in a safe and efficient manner.

**NOW THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors that the position of Regular Part-Time Driver/Laborer be created and filled; and

**BE IT FURTHER RESOLVED:** That no additional tax levy will be required to fill this position and this position will be reduced or eliminated if revenues decrease and will not support the position.

Recommended for adoption  
this 14<sup>th</sup> day of December, 2011.

Solid Waste Committee

Garry Bobcock  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

\_\_\_\_\_  
County Board Chair

Recommended for adoption  
this 10<sup>th</sup> day of January, 2012.

Executive Committee

Garry Bobcock  
Paul Kanner  
Joe Stupel  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Clerk

**JOB DESCRIPTION (12/14/11)**  
*Adams County, Wisconsin*

**JOB TITLE:** Part Time Truck Driver/Laborer

**STATUS:** Non-Exempt

**DEPARTMENT:** Solid Waste

**SUPERVISOR:** Solid Waste Director

**GENERAL DESCRIPTION:**

This position is responsible for operating all department vehicles, keeping all solid waste vehicles in serviceable conditions by repairing and maintaining as necessary, and other duties as assigned. This position may also serve as laborer during waste and recycling collections.

**JOB DUTIES:**

The following duties are illustrative, and the person holding this position may be required to perform other duties of a similar nature or otherwise related to the position.

1. Perform preventative maintenance and repairs on all vehicles.
2. Must be able to operate all listed waste hauling trucks including but not limited to roll-off, hook lift, tanker, rear load compaction, and front load compaction vehicles.  
Tools and equipment used: Welder; all mechanic tools—regular and metric; trucks, single and tandem axle, tanker; landfill compactor; forklift; skid steer loader.
4. Tasks as assigned by Supervisor.
5. General labor duties as required.

**REQUIRED QUALIFICATIONS:**

1. High School Diploma or its equivalent.
2. Valid Wisconsin Commercial Driver's license (CDL).
3. Training and experience in all types of welding.
4. Possess mechanical abilities with a minimum of preventative maintenance necessary.
5. Must be bondable.

**DESIRABLE QUALIFICATIONS:**

1. Ability to understand and effectively carry out written or verbal instructions.
2. Ability to learn assigned tasks readily.
3. Ability to work well with others.
4. Ability to motivate and instruct others in their performance.
5. Ability to meet with the general public on matters pertaining to the operation of the Recycling Center as well as the landfill operations.
6. Knowledge of landfill operations and recycling programs.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

1. Ability to operate, maneuver and/or steer equipment and machinery requiring simple but continuous adjustments, such as motor vehicles, construction equipment, hand tools and two-way radios.
2. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skills and training, such as assembling.
3. Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds and textures associated with job-related objects, materials and tasks. Ability to sustain prolonged visual concentration.

Exposure to blood borne pathogens is considered high for this position.

Approved by the Solid Waste Committee, 11/7/11



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**INTRODUCED BY:** Adams County Administrative & Finance Committee  
and Adams County Solid Waste Committee

**FISCAL NOTE:** Funds for 2012 are budgeted at 2011 costs in account 100 E 20 51450 336. Additional charges will be split as follows: \$99.00 from account 100 E 20 51450 312 (MIS) for hardware and installation, and \$24.00 from account 600 26 53610 320 (Solid Waste) for the first year of service. There is no contract break fee for changing service.

**WHEREAS:** Bandwidth requirements for the amount of data transferred necessitate more bandwidth than can be provided through current wireless service; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Adams County Board of Supervisors hereby approves to enter into a one-year service agreement with Solarus for DSL/High Speed Internet Service at the Adams County Landfill, Recycling & Composting Facility.

Recommended for adoption by the Administrative & Finance Committee this  
 1 day of January, 2012.

Adopted \_\_\_\_\_  
 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
 Tabled \_\_\_\_\_ day of January 2012.

County Clerk



## Business High Speed Internet Agreement

The following Agreement between Central Wisconsin Communications, LLC, a limited liability company organized under Wisconsin law, d/b/a Solarus located at P.O. Box 8045, Wisconsin Rapids, WI 54495 (hereafter referred to as "we", "us" and "our") and its customer, \_\_\_\_\_, (hereafter collectively referred to as "you" and "your") describes the mutual agreement under which we provide services as described in this Agreement ("Service") to you. You and we are each a "Party" and collectively referred to as "Parties." This Agreement together with all other referenced documents and exhibits constitutes our entire agreement and supersede any prior contemporaneous discussions and understandings, written or verbal.

### Customer Information

Customer Name: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Service Address: \_\_\_\_\_  
Contact Phone #: \_\_\_\_\_

This Agreement shall become effective as stated on page two.

The initial term of this Agreement shall be \_\_\_\_\_ year(s) from the Activation Date. After the expiration of the initial term, this Agreement shall automatically renew on the anniversary of the Activation Date on a month-to-month basis, at the month-to-month rate current at the time of renewal, unless either of us provides the other with one month written notice prior to such anniversary that it intends to terminate the Agreement effective on the anniversary date.

Your continuing use of the Service after any changes to the terms of Service, constitutes your acceptance of those changed Service terms. However, if you object to any material change to the Service, you may terminate the Service without termination fee by giving us written notice before the effective date of the material change. You will remain obligated to pay us for Service through the date of termination.

You and we agree to the terms and conditions of this Agreement, including the End User Master Services Agreement ("MSA"), Voice Over Internet Protocol (VoIP), E911 Terms, Terms & Conditions, Privacy Policy and Web Hosting Terms which are posted on the Solarus website at [www.solarus.net](http://www.solarus.net), which you acknowledge and agree that you have read. Activation & Installation Fee is nonrefundable.

**High-Speed Internet  
Business Rates - CLEC Territory  
(1, 2, 3) Year Rates**

Service Packages	Annual Contract Monthly Pricing	Installation Fee *Non-Refundable
768k - 128k	\$ 24.49 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 24.49 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 24.49 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
1.0mbps - 384k	\$ 38.49 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 38.49 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 38.49 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
3.0mbps - 768k	\$41.99 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 41.99 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 41.99 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
7.1mbps - 768k	\$97.99 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$97.99 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$97.99 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____

**This Agreement shall become effective on the first date on which we make any Service available for your use.**

The first month bill shall include installation fees and shall be pro-rated over the initial term of this Agreement.

You must check the box and initial on page two by the monthly service package and the installation fee selected under this Agreement.

Acknowledgement of This Page

Customer Initial \_\_\_\_\_

*Rev. #4 - 2012*

The Service speed may vary depending on location, line quality, inside wiring, Internet traffic, and other factors beyond our control. We do not guarantee upload or download speeds. You acknowledge that Service speed may vary, that you accept any such variation in Service speed, and that Service speed is not material to your decision to enter into this Agreement.

One (1) Static IP Address and five (5) E-Mail Addresses are included.

Five (5) MailHelper (Spam filter) accounts are included.

You may purchase eight (8) Static IP Addresses (6 useable) for an additional charge of \$15.00 per month.

If you choose to use MailHelper and use a domain other than "wctc.net" or "solarus.biz", you shall pay an additional one-time charge of \$50.00 per domain for the MailHelper service setup.

Additional E-Mail accounts are available for \$1.50 per month per E-Mail account and additional MailHelper Accounts are available for \$1.50 per month per E-Mail account.

In the event you terminate this Service at any time during the contract term, the termination fee is calculated by taking 35% of the contracted monthly fee times the number of months unfulfilled in the contract to be terminated.

Example:

Contract monthly fee is \$24.49 for a 24 month contract

Contract is in month 12 and is to be terminated

Termination Fee is  $(\$24.49 \times .35) \times (24\text{mos} - 12\text{mos}) = \$102.84$

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State & Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print or Type Name

\_\_\_\_\_  
Date

RESOLUTION 2012 - 05

RESOLUTION TO REVISE THE NATURAL RESOURCES EXPENSE AND REVENUE  
ACCOUNTS

INTRODUCED BY: Land and Water Conservation Committee

INTENT & SYNOPSIS: To obtain financial assistance from the Natural Resources expense account, an Adams County landowner, non-profit organization and government agency through a written request to the Adams County Land and Water Conservation Committee.

FISCAL NOTE: Existing funds within accounts shall be used. No tax levy dollars required.

WHEREAS: Resolution 67-2008 rescinded The Manure Storage Program Expense Account which was used to provide financial assistance to agricultural operators so they may comply with Adams County Animal Manure Storage Management Ordinance (33-1999); and

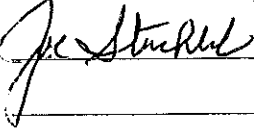
WHEREAS: Resolution 2009-45 approves the creation of a non-lapsing Natural Resources expense and revenue accounts for the purpose of providing financial assistance to agricultural producers for installing best management practices listed in ATCP50, Subchapter VIII to prevent nonpoint source pollution of States waters; and

WHEREAS: Resolution 2009-45 determined some of the funding within the rescinded Manure Storage Program Expense Account shall be used to fund the Natural Resources accounts; and

WHEREAS: Adams County believes it is in their best interest to provide limited financial assistance to any landowner, non-profit organization and government agency for preventing soil erosion and nonpoint source pollution of States waters within Adams County.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board hereby approves that to obtain financial assistance from the Natural Resources expense account, an Adams County landowner, non-profit organization and government agency shall submit a written request to the Adams County Land and Water Conservation Committee, who may approve the request not to exceed \$10,000.00 per request or in the alternative, refuse the request due to: 1) the request not preventing soil erosion and nonpoint source pollution of States waters within Adams County or 2) lack of available funding.

Recommended for adoption by the Land and Water Conservation Committee this 17<sup>th</sup> day of January, 2012.



Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this  
17th day of January 2012.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

Resolution No. 67-2008

**RESOLUTION TO RESCIND RESOLUTION NO. 76-1999  
ESTABLISHING A NON-LAPSING ACCOUNT FOR THE ADAMS COUNTY  
ANIMAL MANURE STORAGE MANAGEMENT ORDINANCE PROGRAM**

INTRODUCED BY: Planning and Development Committee and  
Administrative and Finance Committee

FISCAL NOTE: None.

WHEREAS, the Land Conservation and Finance Committee of Adams County reviewed and approved, pursuant to an Advisory Committee of Adams County Citizens, a non-lapsing account (#100.44.56195) creating a cost sharing program to implement the Animal Manure Storage Management Ordinance Program (Ordinance 33-1999), helping protect the water quality of Adams County; and

WHEREAS, the intent of Resolution No. 76-1999 and said non-lapsing account was to provide a total of \$49,000 from the County to the landowners on a county-wide "as needed, first come first served" basis, as there were varying limitations on the use of state and/or federal funds; and

WHEREAS, while the County intends to abide by Ordinance 33-1999 and meet all current State requirements regarding the water quality of Adams County, the continued funding of said non-lapsing account for budget year 2009 has been negatively impacted by the economic downturn and resulting budget priorities; and

WHEREAS, the County believes it is therefore necessary to review any further contributions to Account #100.44.56195 beyond December 31, 2008, and consider whether any re-establishment of said account is possible for 2009 and beyond.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that it is hereby approved to rescind Resolution No. 76-1999 and all its terms and conditions, effective December 31, 2008; and

BE IT FURTHER RESOLVED, that as of January 1, 2009, no County cost share monies shall be appropriated or available for the Animal Manure Storage Management Ordinance, pending review and consideration of the Joint Committees of Planning and Development and Administrative and Finance, and a determination of the County's ability to fund any non-lapsing account for a Resolution in 2009.

Recommended for enactment by the Planning and Development Committee this 9<sup>th</sup> day of December, 2008.

Michael J. Keefe Lynna Breene  
Terrence James Joseph Strickland  
Shawn Lister Ally Holby

Recommended for enactment by the Administrative and Finance Committee this 12<sup>th</sup> day of December, 2008.

Al Sebastiani  
Lee Ward  
Joyce Kersenlohr

Adopted  
Enacted ☒

Defeated ☐ by the Adams County Board of Supervisors this 16 day of  
Tabled ☐ December, 20 08

Al Sebastiani  
County Board Chair

Cindy Phillips  
County Clerk

## RESOLUTION TO CREATE A NATURAL RESOURCES EXPENSE AND REVENUE ACCOUNTS

**INTRODUCED BY:** Planning and Development Committee

**INTENT & SYNOPSIS:** Create a non-lapsing Natural Resources expense and revenue accounts for the purpose of preventing nonpoint source pollution of States waters.

**FISCAL NOTE:** Existing budgeted funds from the rescinded Manure Storage Program Expense Account shall be transferred to the newly created Natural Resources Expense Account and existing Dam Maintenance Expense Account.

**WHEREAS:** Resolution 67-2008 rescinded The Manure Storage Program Expense Account which was used to provide financial assistance to agricultural operators so they may comply with Adams County Animal Manure Storage Management Ordinance (33-1999); and

**WHEREAS:** Adams County has determined some of the funding within the rescinded Manure Storage Program Expense Account shall be used to provide agricultural producers financial assistance to install best management practices to prevent nonpoint source pollution of States waters; and

**WHEREAS:** Adams County has determined some of the funding within the rescinded Manure Storage Program Expense Account shall be used to address repairs for County-owned dams.

**NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board hereby approves the creation of a non-lapsing Natural Resources expense and revenue accounts for the purpose of providing financial assistance to agricultural producers for installing best management practices listed in ATCP50, Subchapter VIII to prevent nonpoint source pollution of States waters; and

**BE IT FURTHER RESOLVED:** That it is hereby approved to transfer \$53,426.86 to the newly created non-lapsing Natural Resources expense account and that \$20,000.00 be transferred to the expense account 100E4756110 (Dam Maintenance) from the rescinded expense account 100E4856195(Manure Storage Program); and



47 BE IT FURTHER RESOLVED: That to obtain financial assistance from the Natural  
48 Resources expense account, an agricultural producer shall submit a written request to the  
49 Adams County Planning and Development Committee, who may approve the request not  
50 to exceed \$10,000.00 per best management practice or in the alternative, refuse the  
51 request due to: 1) the request not meeting NR151.02 – NR151.08 Agricultural  
52 Performance Standards or 2) lack of available funding.  
53  
54

55 Dated this \_\_\_\_ day of [MO/YR].

56 Sherry Licitar  
57 Levy C. James  
58 Gloria Breene

Joanne Sumpter  
Joe Stuchlik  
R. A. Coby

65 Adopted X

66 Defeated \_\_\_\_

67 Tabled \_\_\_\_

by the Adams County Board of Supervisors this 16<sup>th</sup>  
\_\_\_\_ day of [MO/YR]. June

70 Al Sebastianie  
71  
72 County Board Chair

Cindy Helleppa  
County Clerk

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**RESOLUTION 2012- 06**

**RESOLUTION TO AUTHORIZE APPLICATION FOR WDNR CONSERVATION  
AIDS FOR PETENWELL FLOWAGE MUSKY STOCKING**

**INTRODUCED BY:** Land & Water Conservation Committee

**INTENT & SYNOPSIS:** To authorize the Administrative Coordinator/Director of Finance to apply for a Wisconsin Department of Natural Resources (WDNR) Conservation Aids grant for Petenwell Flowage Musky Stocking.

**FISCAL NOTE:** The WDNR has funds to allocate to Adams County for this grant. Any additional costs for this project will be paid by the Consolidated Musky Club. There will be no fiscal impact to Adams County.

**WHEREAS:** Adams County lakes are an important resource used for recreation and enjoyment of natural beauty; and

**WHEREAS:** the protection of fish and game habitats in lake watersheds and the reasonable lake use activities are paramount in the protection of water quality and the natural ecosystems of the lakes; and

**WHEREAS:** The State of Wisconsin has enacted legislation for allocation of funds to counties for fish and game projects on the condition that said funds; and


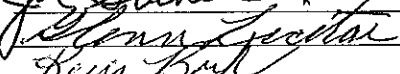
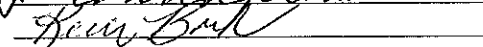
**WHEREAS:** Adams County wishes to participate in the county fish and game projects pursuant to s.23.09(12), Wis. Stats; and

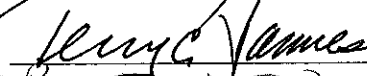
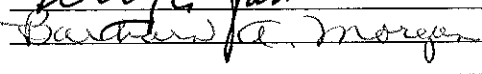
**WHEREAS:** The Consolidated Musky Club has agreed to commit funds to pay for any costs not covered by the WDNR grant.

**NOW THEREFORE, BE IT RESOLVED:** that the Adams County Board of Supervisors hereby approves and authorizes the Administrative Coordinator/ Director of Finance to apply for a Wisconsin Department of Natural Resources Conservation Aids grant stock Musky in the Petenwell Flowage.

**BE IT FURTHER RESOLVED:** THAT ANY ADDITIONAL COSTS SHALL BE PAID BY THE Consolidated Musky Club.

Recommended for adoption by the Land and Water Conservation Committee this 9<sup>th</sup> day of January 9, 2012.

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ 17th day of January 2012.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

## ADMINISTRATIVE & FINANCE MEETING MINUTES

December 12, 2011, 9:00 a.m., Room A160

The meeting was called to order by Chairman West at 9:02 a.m. The meeting was properly noticed. Present: West, Sebastiani, Renner, Kotlowski and Ward. Also present: Phillippi, Djumadi and Larson.

Motioned by Kotlowski/Sebastiani to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Renner to approve November 14, 2011 minutes. Motion carried by unanimous voice vote.

No participation or correspondence.

Larson present at 9:05 a.m.

Discussion on Oxford Library funding (no one showed);

Larson indicated they would be reposting position in Administrative Coordinator Director of Finance Assistant positions, the county will be entering into a contract with Eyes of Hope Animal Shelter. Sales tax spreadsheet was provided. Ward questioned the figures, Larson will respond at next meeting.

Contingency and General fund report was handed out. There was no cash reconciliation. Larson will work be working on carryover figures.

Discuss #10 MIS: finance report where it should be; exchange mailbox retention to be discussed at Department Head meeting as there is much being stored by individuals and is taking up space; Health and Human Services wiring and AC has cost the MIS Department of as today \$1,000.

Bays present at 10:00 a.m.

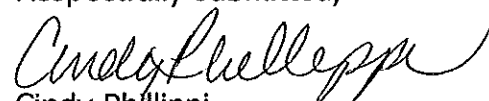
Motioned by Ward/Kotlowski to transfer contingency funds for demolition of property at 135 N. Elm Street, Adams, WI, at time of true costs expense and treasurer's office. Motion carried by unanimous voice vote. Investment report was distributed.

Phillippi, informed the committee of the election training she provided this December. Two full day sessions were held. There was a very good turnout. She indicated the election in September has been changed to August moving everything back. Whoever will be working on elected officials salaries will need to begin the process sooner than previously as a result of the date changes. Still using an on-call.

Motioned by Kotlowski/Sebastiani to adjourn at 11:34 a.m. Motion carried by unanimous voice vote. Set next meeting date January 9, 2011 at 9:00 a.m. (Since then changed to Jan 13)

Items for next agenda: Oxford Library funding and discuss and/or act on Jeff Cohen item #14.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not yet been approved.

Ad Hoc Sub Consolidation Committee Meeting Minutes  
November 8, 2011, 10:00 a.m. Room A231

The meeting was called to order by Chairperson, England at 10:07 a.m. Present: James, Wellumson, England and Djumadi sitting in for Allen. Excused: Allen and Sumpter. Unexcused, Keckeisen. Also present: Kotlowski, Deimert and Gervais.

The meeting was properly announced.

Motioned by Wellumson/Djumadi to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Wellumson/James to approve the October 20, 2011 meeting minutes. Motion carried by unanimous voice vote.

Item #1: Gervais, Emergency Management, people need better understanding of the EM functions, that is not just response, it's mitigation, preparedness, recovering, assisting municipalities, hazardous chemicals, Castle Rock/Petenwell flowage working with Adams Columbia Electric Coop, fire department, DNR, Law enforcement, Public Health, Highway, train derailment, etc. No political agenda, just treat everyone fair, need to remain impartial and non-political. Assist with tornado and disaster funds, writing grants for these and for trainings. Everyone agreed with impartiality, Wollin said not looking to add anyone to his department. Budget needs to remain separate, 323 State Stats. Wellumson mentioned tax levy. Gervais explained proposed revenues dropped. Wellumson asked if you see a reduction in future revenues? Gervais said not sure, will try to continue looking for funds. Levy alone is not sufficient for operation. Wis. State Communications Grant is new, Waper Reporting System is new-wide band to narrow banding-radio type frequency communication. Wellumson -peaks and valleys-training prep made-what happens when that happens, there is no savings-with cut things-no downtime-push envelope if merger-future with things to come. WCM-1<sup>st</sup> meeting-ideal county whole smaller number of departments-scrap this idea? England-Department Head comments from August were very positive.

Item #2: Diemert and Kotlowski both spoke. They have been working together, share the cooperation now and in future, sharing the drivers in different seasons of the year. Diemert says highway levy has shared equipment in the past, sign work, plow roads, salt shed space, scale share, haul materials for Solid Waste. Djumadi asked they charge for their service, Diemert said yes, than you see the cost. One job description-mechanic, heavy equipment operator; one foreman; 1 shop foreman and 3 mechanics. James asked if they stayed busy and Kotlowski said if not busy in shop than they will put on the crew. James asked if they all have CDL's and Kotlowski said yes for all. James asked the number of equipment. England stated already cross training. Pay schedule drivers is \$2 to \$3 dollars difference between the two. \$21.72 equipment operators, \$20.91 everyone else in Solid Waste. Highway wages are above \$21.72 for those that work in the shop. Mechanics posting requires ASC Certified, they are the highest paid employees in the shop. Bump in pay by certifications, 3 or 5 years to certify and renew. Djumadi asked how to share workforce. Diemert said their people could help with snowplowing if there is enough equipment. No extra fleets, no equipment sitting. Djumadi asked if they are still looking at regional landfill options? Diemert said this has been several years of discussion, each county has different life span. Site of a new landfill takes 5 to 7 years to expand.

Wellumson asked about cost effective and even with cost of fuel. James said project life of a cell is 10-12 years. Djumadi asked about a better process for on call LTE. Diemert said 90 day LTE period doesn't work but was extended to 213 days. Kotlowski explained seasonal issues: reliable, responsible CDL seasonal drivers, union resistance, training explanation-regulations-limits options regarding safety. England asked if regulations are changing with highway? Kotlowski said ultimately definitions of BRB, waiting for language clarifications. Djumadi asked how you would share your duties? Diemert said she would like to retire. Then that would be a perfect time to talk about it. One person cannot do it all, need two managers said Wellumson, trend to collocate other counties. England said collocation isn't necessary. Talking at consortium, point person at each facility overseeing the two counties. Options- run numbers,

look at data so forth. Kotlowski asked what happens in 2014-will there be a written plan, equally important where it doesn't work in other counties what caused those failures. England said this committee would continue to exist beyond April, due to the BRB world. Diemert said she talked to two other counties and it didn't work.

Stuchlak present at 11:21 a.m.

Next agenda: Difference between LTE, on call, seasonal; cross training; job descriptions; Health & Human Services update.

Set next meeting December 15, 2011 at 10:00 a.m.

Motioned by Djumadi/James to adjourn at 11:36 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cindy Phillippi".

Cindy Phillippi  
Recording Secretary

Ad Hoc Sub Consolidation Committee Meeting Minutes.  
December 15, 2011, 10:00 a.m. Room A231

The meeting was called to order by Chairperson England at 10:06 a.m. Present: James, Wellumson, England, Stuchlak, and Djumadi sitting in for Allen. Excused: Allen, Keckeisen and Sumpter.

Meeting was properly announced.

Motioned by James/Stuchlak to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Djumadi/Wellumson to approve the November 8, 2011 meeting minutes. Motion carried by unanimous voice vote.

Price was present at 10:10 a.m.

Price presented handouts from various collaborations for resources to stretch our dollars farther including grant dollars, county collaborations and consortiums, resource centers, several programs, partnerships and health alliances. A brief description was given relating to the material presented in the handout. Discussion was held relating to how grant moneys are distributed and if grants are received for specific projects. Funding for the programs was also discussed including statutorily mandated programs. Staffing structure was discussed relating to the various items discussed within the handout. Grant writing is currently performed primarily by skilled people in various counties. Different resources for obtaining assistance in grant writing were discussed rather than considering an "in house grant writer". Health & Human Services sometime provides services in conjunction with other county entities, ie: Child Support and Aging.

Two positions are transitioned into Aging and Disability Resource Center positions which are fully funded by the State. Four new positions are included in the 2012 County budget. (The store manager is no longer a private contract and has become a county position.)

Practical Cents is paying for itself and provides a supportive work environment for special needs individuals. The building will be paid off in approximately five years and roof repairs are addressed.

Committee happenings were reflected upon over the past year starting with joint session with Transition before our Committee going on its own. We had a sheet of general duties to address and in doing so we met with some departments such as Airport, Land & Water, Planning & Zoning, Emergency Management, Solid Waste, and Highway and now with Health & Human Services. We used input from the Department Heads Survey which is still on-going. Networking with other counties and conferences are also being utilized. We reviewed the 2011 Extension Office Needs Assessment Survey. Contracted services have been placed on the back burner. This committee has about a three months window to finalize issues. The transfer from Land and Water to Planning & Zoning went through the system successfully. It is felt that we are meeting the needs set forth in our charter.

Wellumson was excused at 11:20 a.m.

The importance of the Policy Manual was discussed because that is now the "Tables of Commandment" until the revisions are done. Disciple and confusion relating to work hours (What is a 40 hour week?) were the major types of issues managers wanted answers to.

It was discussed that our recommendations should be taken through the Transition Committee (because we are a sub-committee) rather than taking our recommendations directly to the Board. General discussion was held relating to Department Heads managing cross training, employee documentation and tracking of flex time and/or comp time. Employee feedback relating to supervisors should also be addressed.

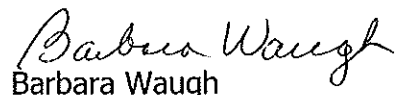
Next meeting date: January 23, 2012 at 9:00 a.m.

Next meeting agenda:

- cross training
- job descriptions (Larson & Kaye present)
- roundtable discussion

Motioned by Stuchlak/James to adjourn at 11:27 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Barbara Waugh

Recording Secretary

These minutes have not yet been approved

Ad Hoc Transition Committee Meeting Minutes  
October 27, 2011, 1:00 p.m. Room A231

The meeting was called to order by Chairman Miller at 1:02 p.m.  
The meeting was properly noticed.

Present: Miller, Stuchlak, Croke, Ward, Cohen, Johnson and Stuchlak. Excused, West and Sumpter. Also present: Price and Phillippi.

Motioned by Ward/Stuchlak to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Croke to approve September 22, 2011 minutes. Motion carried by unanimous voice.

Stuchlak informed the committee of the Planning & Zoning and Land and Water employee move. This was a recommendation from the Sub Consolidation Committee. The committees both approved the plan. The position in Planning and Zoning will be called the Building Inspection/Code Enforcement Officer.

The Conservation Engineer Technician will be eliminated. Planning and Zoning will not budget the amount for part-time inspector position which will be a savings.

Johnson is opposed to moving the storm water ordinance. She explained her concerns to the committee. Stuchlak stated the storm water ordinance was staying in Land and Water Department.

Cohen questioned if there was a savings. Stuchlak indicated there would be as a grant was being transferred from Land and Water to Planning and Zoning in addition to the part time position that wouldn't be budgeted. The grant funding will be 30-40% less in the second year going forward.

Kaye present at 1:10 p.m.

A brief discussion relating to a safety program transpired.

Kaye will be in contact with Vance, from the Mutual Insurance, regarding a Safety Program.

Larson present at 1:55 p.m.

Stuchlak talked about new duties with Building Inspector/Code Enforcement Officer and modification of the job description. They will be working on modification to make sure it accurately reflects the duties. There are UDC certification requirements, which the county pays for. The expectation is to continue to work on certifications with approximately 2 every 18 months.

Motioned by Stuchlak/Ward to approve transfer. Motion carried by unanimous voice vote.

Bays present at 1:12 p.m.

Borowski present at 1:12 p.m.



Ethic Committee:

It is recommended that a citizen member be on committee.

The committee makeup could be:

2 employees

2 board members Junior

1 citizen

All appointed by board Chair.

Recommended change to ethics draft page 2, H:

**Immediate Family** means an Official's or Employee's spouse, children, stepchildren, parents, grandparents, grand children, stepparents or lives in the Official's or Employee's residence Immediate family also includes, or other legal relation who contributes more than one-half ( $\frac{1}{2}$ ) support to the Official or employee, or receives that level of support from the Official or employee, or lives in the Official's or Employee's residence.

Recommended change to ethics draft page 5, section 1.11, A.:

The County Clerk shall forward the complaint to the chair of the ethics board and the corporation counsel as soon as possible but not later than five (5) business days.

Delete number 5 on page 6 of ethics draft.

Hearings will be closed. (final before the board)

### **Administrative Policy Manual:**

Reviewed color coding of policy sections, determining to split into two handbooks, one employee handbook and one administrative handbook. The committee liked the review on power point, didn't want additional handouts.

Motion by Croke/Ward to adjourn at 3:00 p.m. Motion carried by unanimous voice vote.

Next meeting set November 30<sup>th</sup> at 1:00 p.m.

Respectfully submitted,



Cindy Philippi

Recording secretary

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
OCTOBER 19, 2011

On Wednesday October 19, 2011 at 9:30 A.M. Vice-Chairman Ron Jacobson called the Adams County Board of Adjustment meeting to order with the following members present: Cathy Croke, Secretary; Dave Grabarski and Robert Donner. Ivan Morrow was absent. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Jack Albert, Corporation Counsel. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings: Robert D. & Cheryl L. Haese – Variance request under Section 6-1.07 of the Adams County Shoreland, Wetland & Habitat Protection Zoning Ordinance to allow a 6' x 8' deck addition to a dwelling which is entirely within the 75' setback area and a Variance under Section 3-2.00 and Section 3-1.03(B) to allow a storage shed at a setback less than 75' to the Ordinary High Water Mark and less than the required 63' to the centerline of the road on property located in the SE ¼, NE ¼, Section 18, Township 19 North, Range 5 East at 1904 Bighorn Drive, Town of Monroe, Adams County, Wisconsin. Cathy Croke made a motion to grant the Variance request for the 6' x 8' deck. Dave Grabarski seconded the motion. Discussion followed in which Ron Jacobson suggested the motion include a setback to the center of the road. Cathy Croke amended her motion to grant the 6' x 8' deck with the edge of the steps to be no less than 43' to the centerline of the road. Dave Grabarski seconded the motion. Roll Call Vote: Roll call vote: 4 – Yes. Motion carried. Dave Grabarski made a motion to deny the variance request for the shed. The reason being that there is plenty of room on the property to the east that could accommodate the shed and meet the required setbacks to the road, lake and property lines. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion to deny carried. Dale J. Haddon – Appeal under Section 4-6.05 of the Adams County Comprehensive Zoning Ordinance to Administrative action in which a Conditional Use Permit would be required to rent out a dwelling on a short term basis on property located in the NE ¼, NW ¼, & SE 14/, NW ¼, Section 29, Township 14 North, Range 7 East at 562 Golden Court, Town of New Haven, Adams County, Wisconsin. Phil McLaughlin cautioned the Board that although he was going to read letters from adjacent property owners and take testimony from the owner and the owners Attorney, their decision was to be based only on whether or not the Zoning Administrator's decision to issue an Order for Correction to Mr. Haddon for renting out a dwelling on a short term basis without the required Conditional Use Permit was to be upheld. Discussion was held. The consensus of almost all present was that a Conditional Use Permit with stipulations would meet everyone's concerns. Dave Grabarski made a motion to deny the Appeal and uphold the Zoning Administrator's decision. Robert Donner seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

Minutes: Phil McLaughlin presented the Board with the minutes from the September 21, 2011 Board of Adjustment meeting for their review. Dave Grabarski made a motion to approve the minutes as presented. Cathy Croke seconded the motion. All in favor. Motion carried

Correspondence: None.


The next Board of Adjustment meetings will be November 16, 2011.


BOARD OF ADJUSTMENT  
COMMITTEE MEETING MINUTES  
OCTOBER 19, 2011  
PAGE #2


Dave Grabarski made a motion to adjourn. Cathy Croke seconded the motion. All in favor.  
Motion carried.

ADJOURNED: 11:30 A.M.

  
Ivan Morrow, Chairman

  
Ron Jacobson (Vice-Chair)

  
Catherine Croke, Secretary

  
Dave Grabarski

\_\_\_\_\_  
Robert Donner (Alternate)

  
Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
December 21, 2011

On Wednesday December 21, 2011 at 9:30 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present: Ron Jacobson, Vice-Chair; Cathy Croke, Secretary and Dave Grabarski. Robert Donner was excused. Others present were: Phil McLaughlin, Zoning Administrator; and Cathy Allen and Michelle Harrison, Recording Secretaries. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings: Barbara & Thomas J. Stormoen – Variance request under Section 6-1.01(B) (4) of the Adams County Floodplain Zoning Ordinance to increase the size of a nonconforming residential structure in a floodway by more than 50% of the equalized assessed value on property located in the SW ¼, SW ¼, & Pt of Govt Lot 1 in Section 29 and Section 28, Township 16 North, Range 5 East at 2887 Cty Trk Z, Town of Quincy, Adams County, Wisconsin. Dave Grabarski made a motion to grant the Variance as requested. Cathy Croke seconded the motion. Discussion followed in which Ron Jacobson stated that he had a problem with approving a structure in the floodway. Roll Call Vote: 3 – Yes. 1 – No. (Jacobson) Motion carried. M & S Adventures II, LLC – Special Exception request under Section 10-5A.01 (F) of the Adams County Shoreland, Wetland and Habitat Protection Ordinance to allow the expansion of a campground to total twenty two (22) sites on property located in the SW ¼, NW ¼ Section 29, Township 17 North, Range 5 East, Lot 1 of CSM 5002 at 2326 Cty Trk Z, Town of Quincy, Adams County, Wisconsin. Testimony was taken from all present. Ron Jacobson made a motion to grant the request with the condition that the owner provides a drawing showing all roadways, parking areas and such to meet impervious surface requirements, there are no additional docks; all state requirements are met & owner must submit a landscaping plan showing the buffer area. Side lot line setback will be 30' minimum. Dave Grabarski seconded the motion. Roll Call Vote: 3 – Yes. 1 – No. (Croke) Motion carried.

Cathy Croke made a motion to take a short recess. Ron Jacobson seconded the motion. All in favor. Motion carried.

RECESS: 11:09 A.M.

RECONVENE: 11:12 A.M.

Nancy A. Kunkel Trust Agreement – Variance request under Section 3-2.00 Setbacks to Water, Section 3-8.00 Impervious Surface Standards and Section 4-2.00 Maintenance & Establishment of Vegetative Buffer Zone of the Adams County Shoreland Wetland and Habitat Protection Ordinance to allow a nonconforming patio to remain as is; or be grandfathered as pre-existing on property located in the SE ¼, NE ¼, Section 14, Township 20 North, Range 6 East, Lot 3 of Salisbury Addition, Lake Camelot, at 817 Richmond Court, Town Rome, Adams County, Wisconsin. Attorney J.P. LaChapelle represented the Kunkel's. Discussion was held. Cathy Croke made a motion to grant the request provided the buffer restoration requirements are met and calculation of impervious surfaces is submitted. Dave Grabarski seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

BOARD OF ADJUSTMENT  
COMMITTEE MEETING MINUTES  
December 21, 2011  
PAGE #2

Minutes: Phil McLaughlin presented the Board with the minutes from the October 19, 2011 Board of Adjustment meeting for their review. Dave Grabarski made a motion to approve the minutes as presented. Ron Jacobson seconded the motion. All in favor. Motion carried

Correspondence: None.

The next Board of Adjustment meetings will be January 18, 2011.

Dave Grabarski made a motion to adjourn. Cathy Croke seconded the motion. All in favor. Motion carried.

ADJOURNED: 11:42 A.M.

\_\_\_\_\_  
Ivan Morrow, Chairman

\_\_\_\_\_  
Ron Jacobson (Vice-Chair)

\_\_\_\_\_  
Catherine Croke, Secretary

\_\_\_\_\_  
Dave Grabarski

\_\_\_\_\_  
Robert Donner (Alternate)

  
Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

ADAMS COUNTY BOARD MINUTES  
December 20, 2011 6:00 p.m.

The Adams County Board of Supervisors meeting was called to order by Chairman Sebastiani at 6:00 p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Patrick Gatterman; Dist. #09-Patricia Townsend; Dist. #10-Heidi Roekle; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #15-David Renner; Dist. #16-John West; Dist. #19-Dave Repinski; Dist. #20-Lori Djumadi. Excused, Dist. #13-Mike Keckeisen; Dist. #14-Bev Ward; Dist. #17-Bill Miller; Dist. #18-Terry James. Also present, Alexandria Beckman, Brittany Metoyer, and Nick Theisen from the SAYL program.

Motioned by Allen/Repinski to approve the agenda pulling Res. 85 & 86. Motion carried by roll call vote, 16 yes, 4 excused.

Motioned by Licitar/Roekle to approve November 15, 2011 minutes. Motion carried by unanimous voice vote.

**Correspondence:**

- Letter dated 12/6/11, land in Town of New Haven for conservation & public recreational purposes, from WI DNR was provided.
- Letter dated 12/7/11, land in Town of Quincy for conservation & public recreational purposes, from WI DNR was provided.

Keckeisen, Ward, Miller and James present at 6:15 p.m.

**Appointments:**

- Motioned by Allen/Renner to appoint Lori Djumadi to Sub Consolidation Committee replacing Jack Allen. Motion carried by unanimous voice vote.
- Motioned by Repinski/Kotlowski to appoint Lori Djumadi to IT Steering Committee replacing John West. Motion carried by unanimous voice vote.
- Motioned by West/Renner to appoint Mary Nelson as representative to South Central Library System board, effective 01/01/12. Motion carried by unanimous voice vote.

**Unfinished Business:** None

**Reports and Presentations:**

A. Miscellaneous:

- Daric Smith, RIDC, gave a report
- SAYL power point/presentation, Beckman Speech, Extension Survey were all conducted. Beckman excused.
- Administrative Coordinator/Director of Finance gave a report
- Motioned by Repinski/James to approve Resolution 11-19 Chapter 10 Zoning – (3 forty acre parcels from Forest Recreation to Ag)
  - 030-00737-0000 NE/SE Sec 12- Range 6E
  - 030-00738-0000 NW/SE Sec 12- Range 6E
  - 030-00751-000 NE/NE Sec 13 Range 6E

Motion carried by unanimous voice vote.

## **Resolutions:**

**Res. #81:** Motioned by West/Keckeisen to adopt Res. #81 to authorize the Highway Commissioner to act on behalf of Adams County to apply for \$94,770.11 from the Wisconsin Department of Transportation County Highway Improvement Program for the purpose of funding the resurfacing of CTH B from STH 82 to CTH E. Motion to adopt Res. #81 carried by roll call vote, 19 yes, 1 no. Voting no, Licitar. (2 SAYL, yes, non-binding vote)

**Res. #82:** Motioned by Stuchlak/James to adopt Res. #82 to authorize the Administrative Coordinator/Director of Finance to apply for a Wisconsin Department of Natural Resources (WDNR) Conservation Aids grant to repair the public boat ramp located at Wolf Lake. Motion to adopt Res. #82 carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**Res. #83:** Motioned by Licitar/Stuchlak to adopt Res. #83 to avoid additional and unnecessary cuts to County Conservation staffing grants. Motion to adopt Res. #83 carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**Res. #84:** Motioned by James/Stuchlak to adopt Res. #84 to increase the Flexible Spending Account (FSA) maximum annual employee contribution to \$2,500 and eliminate the annual setup cost of \$3.50 per eligible employee. Motion to adopt Res. #84 carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**PULLED Res. #85:** Transfer funds from the General Fund to Health & Human Services Project Acct No. 420-73-57145-920

**PULLED Res. #86:** Approve the re-establishment of three (3) Patrol Sergeant Positions within the Sheriff's Office.

**Res. #87:** Motioned by Repinski/Johnson to adopt Res. #87 a resolution to approve out-of-state travel for Donald Genrich, UW-Extension Agriculture Agent. Johnson read a letter of support from District office. Motion to adopt Res. #87 carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**Res. #88:** Motioned by Suchlak/Miller to adopt Res. #88 to amend the County Board Rules to establish the Safety Committee. Motion carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**RECESS:** Motioned by Allen/Repinski to recess at 7:02 p.m. Motion carried by unanimous voice vote.

**RECONVENE:** Reconvened at 7:18 p.m. 20 present.

## **Ordinance:**

**Ord. #21:** Motioned by Licitar/James to enact Ord. #21 to rezone a parcel of land in the Town of New Haven, owner Rolland Garlock, located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East at 3793 1<sup>st</sup> Lane, changed from an A1-15 Exclusive Agriculture District to an R1LL Single Family Residential District. Motion to enact Ord. #21 carried by roll call vote, 19 yes, 1 no. Voting no, Stuchlak. (2 SAYL, yes, non-binding vote)

**Ord. #22:** Motioned by Stuchlak/West to enact Ord. #22 to enact the Adams County Ethics Ordinance. Motion to enact Ord. #22 carried by roll call vote, 20 yes. (2 SAYL, yes, non-binding vote)

**Denials:** None

**Petition:** None

Motioned by Ward/Allen to approve claims as submitted. Motion to approve claims carried by unanimous voice vote. (2 SAYL, yes, non-binding vote)

Motioned by Ward/James to approve per diem and mileage as submitted. Motion to approve per diem and mileage carried by unanimous voice vote. (2 SAYL, yes, non-binding vote)

Motioned by Johnson/James to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for January 17<sup>th</sup>, 2012, 6:00 p.m. Motioned by Allen/Ward to adjourn at 7:22 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi, Adams County Clerk

These minutes have not yet been approved.

s:\county board\county board minutes\2011 board minutes\dec 20 11 cty brd minutes.docm



**Minutes of Executive Committee Meeting  
December 13, 2011 – 9:00 a.m. - Conference Room A-260**

The meeting was called to order by Al Sebastiani, Chair, at 9:00 a.m. The meeting was properly announced. Members present: Al Sebastiani, Dave Renner, Larry Babcock, Beverly Ward, and Joe Stuchlak.

Others present: John R. "Jack" Albert, Adams County Corporation Counsel; Marcia Kaye, Personnel Director; and Diane Heider, Legal Assistant, Recording Secretary. Trena Larson, Administrative Coordinator/Director of Finance, was excused.

**Motion by Stuchlak, seconded by Ward, to approve the Agenda. Motion carried by unanimous vote.**

**Motion by Ward, seconded by Babcock, to approve the Minutes of the November 8, 2011 Executive Committee meeting. Motion carried by unanimous vote.**

There was no public participation. There was no new correspondence.

**Motion by Ward, seconded by Stuchlak, to close the Courthouse for the employee Christmas party luncheon each year, to be held one day during the week prior to Christmas, between the hours of 12:00 Noon and 1:00 p.m. Motion carried by unanimous vote.**

**Motion by Stuchlak, seconded by Renner, to convene in closed session at 9:03 a.m., for purpose of discussing negotiations with Adams County Sheriff's Association Local 355. Motion carried by unanimous vote. The Committee reconvened in open session at 10:00 a.m., and recessed for a five-minute break. The meeting continued at 10:08 a.m.**

A written Administrative Coordinator/Director of Finance monthly report was reviewed by the Committee and no questions resulted. Kaye presented the Personnel Department monthly report. Albert presented the Corporation Counsel monthly report.


Discussion was held at 10:30 a.m. regarding the salary range to be advertised for an Assistant to Administrative Coordinator/Director of Finance. The new advertisement should state that salary depends on the applicant's experience, and that county experience is preferred, but not required. The Personnel Director can advertise to fill the Assistant position without additional committee action.

**Motion by Stuchlak, seconded by Babcock, to approve vouchers. Motion carried by unanimous vote.**

The next regular meeting date is set for **January 10, 2012 at 9:00 a.m.** Action items for next meeting: Closed session regarding ongoing negotiations with Adams County Sheriff's Local 355, and other ongoing base wage negotiations as may be appropriate.

**Motion by Ward, seconded by Stuchlak, to adjourn the meeting at 10:45 a.m. Motion carried by unanimous vote.**

Respectfully submitted,

  
Diane Heider  
Recording Secretary

ADAMS COUNTY HEALTH & HUMAN SERVICES AND VETERANS SERVICE BOARD  
MEETING MINUTES

Health & Human Services Building - November 18, 2011, 9:00 a.m.

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Acting Chairperson England at 9:00 a.m.

**Roll Call of Board Members:** Diane England, Dr. Hatton, Maureen Bruce, Heidi Roekle, Fran Dehmlow, Dave Repinski & Jack Allen. Excused: Pat Townsend & Terry Harvey-Beversdorf

**Health & Human Services Staff:** Charles Price, Wendy Pierce, Dana Henriksen, Carol Johnson, Sarah Grosshuesch, Diane Osborn, Sherrie Manning, Mandy Stanley & Phil Robinson

**Veterans Service Staff:** Dave Guerin

Motion by Hatton/Roekle to approve Agenda and Compliance with Open Meetings Law. Motion carried by unanimous voice vote (UVV).

Motion by Allen/Hatton to approve the October 14, 2011 minutes with the change as mentioned. Motion carried by UVV.

**New Business** – Introduction of Dave Repinski as the new Board Member

**Public comment** - none

**Correspondence** – Letter provided in packet

**Veterans Service**

VSO's Vouchers and Financial Report and calendar were distributed in the board packets. Motion by Repinski/Roekle to approve VSO's Vouchers and Financial Report. Motion carried by UVV.

**Health & Human Services**

**Financial Report** – Financial Report was provided. Motion by Roekle/Allen to approve October Vouchers and Financial Report. Motion carried by UVV.

**Thrift Store Financial Report** – Credit Card sales are approximately \$2,000/month.

**Conference & Workshop Attendance:** Charles Price provided information on conferences and workshops various staff will be attending including: Charles Price – Wisconsin County Human Service Association Fall Conference (12/2) – Wisconsin Rapids; Lisa Etheridge – Children Come First Conference (11/17 & 11/18) – Wisconsin Dells

**Unit Reports:**

**Youth Services:** Mandy Stanley reported for the Youth Services unit.

**Clinical Services:** Phil Robinson reported for the Clinical Services unit.

**Aging:** Carol Johnson reported for the Aging unit.

**Long Term Support Services:** Diane Osborn reported for the LTS unit.

**Health Officer:** Sarah Grosshuesch reported for the Public Health unit.

**Economic Support Services:** Dana Henriksen reported for the ESS unit.

**AMENDED Thrift Store** – Discuss and/or act on repair to Practical Cents Roof. Estimates were received from Long Life (Wisconsin Dells) for \$4985 & Commercial Roof (Stevens Point) for \$6163.

Motion by Allen/Hatton to go ahead with Long Life for \$4985 and also recommended a 5 year warranty. Motion carried by UVV.

**Roof/Remodel Updates** – Charles Price gave the Board an update on the Roof/Remodel project and took Board Members on a tour of Health and Human Services Building.

**Director's Report** – Charles Price gave the Board an update of what he has been working on in various areas of Health & Human Services, meetings and conferences he has attended as well as upcoming meetings that he plans to attend.

Next Regular Meeting Date – December 9, 2011 at 9:00 a.m.

**Adjournment:** Acting Chairperson England asked if there was any further business to consider. Motion by Repinski/Bruce to adjourn meeting. Motion carried by UVV.

Meeting adjourned at 10:36 a.m.

Minutes respectfully submitted by Beth Czerwinski  
THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

*Beth Czerwinski*

# **ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, DECEMBER 8, 2011 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary / Arrived at 10:20 A.M.  
Dean Morgan  
Michael Keckeisen  
Alexandria Beckman – SAYL Member

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Brent Matthews,  
Bruce Marti, Joe Seis, Chris Blum, Peter Hansen, Marcia Kaye  
and Everett Johnson.

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, December 8, 2011.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, MORGAN, KECKEISEN AND SAYL MEMBER ~ BECKMAN. MEMBER ABSENT: GATTERMAN ~ EXCUSED, WILL BE ARRIVING LATE

**APPROVAL OF AGENDA:** *Motion by Johnson to approve the Agenda as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**APPROVAL OF MINUTES OF LAST MEETING (NOVEMBER 10, 2011 REGULAR MONTHLY MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for NOVEMBER 10, 2011 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public Participation was requested for the following Agenda item:

- County Road "J" Drainage Ditch Concerns
- SEH (Short Elliott Hendrickson) County Bridges
- County Road "E" ~ Living Snow Fence

**COUNTY ROAD "J" DRAINAGE DITCH CONCERNS:** Bruce Marti & Joe Seis were present to express their concerns reference the drainage ditch on County Road "J" which is in need maintenance and requested that the ditch be cleaned. *Motion by Keckeisen to clean the drainage ditch on County Road "J" from approximately ¼ mile west of County Road "N" going west to the entrance at house number 1610, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
DECEMBER 8, 2011 ~ 9:00 A.M.**

**UPDATE ON COUNTY ROAD "J" DRIVEWAY ACCESS ~ PALMER:** Highway Commissioner received a telephone call from Annette Palmer on 12/7/11 and she stated that they would not be able to attend this meeting and they were not able to get on the December Agenda for the Town of Preston and plan to get on the January agenda, however they did get information from Planning & Zoning to proceed with a zoning change that would allow them two driveway accesses on their property. This agenda item will be placed on the January Highway Agenda for updates and their progress.

**CORN STUBBLE BARRIER COUNTY ROAD "N" ~ GRABARSKI:** Highway Commissioner Kotlowski explained that Robert Grabarski would like to enter into an agreement with the Highway Department for corn stubble reimbursement on two forty acre parcels that are located on County Road "N". The stubble is not very tall and may have limited effectiveness in preventing drifting. *Motion by Keckeisen to participate in the snow barrier program with Robert Grabarski on two forty acre parcels located on County Road "N" with corn stubble item "D" of the policy, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**SEH (SHORT ELLIOTT HENDRICKSON) COUNTY BRIDGES:** Chris Blum, representative from Short Elliott Hendrickson was present and discussed the three bridge projects that their company is currently working on (CTH "G"~County Funds) (CTH "Z"~County Funds) (CTH "J"~Federal Funding) and the bridge inspections for 2012.

**STATE OF WIS. DEPT OF TRANSPORTATION RMA (ROUTINE MAINTENANCE AGREEMENT):** *Motion by Morgan to approve the 2012 State Routine Maintenance Agreement (RMA) as presented in the amount of \$604,400, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**2012 COMPOSITE RATE FOR WINTER MAINTENANCE EQUIPMENT AGREEMENT:** *Motion by Keckeisen to approve using Composite Rates as set by State D.O.T. for the 2012 Winter Maintenance for snow plow trucks, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**HIGHWAY COMMITTEE MEMBER PATRICK GATTERMAN ARRIVED AT 10:20 A.M.**

**COUNTY ROAD "G" CONSTRUCTION (CTH "C" TO STH 73):** Highway Commissioner Kotlowski updated the Highway Committee on the County Road "G" Project and discussed:

- Bridge ~ County Funds
- Road width
- Peat excavation
- Drainage

**COUNTY ROAD "E" ~ LIVING SNOW FENCE:** Highway Commissioner informed the Committee that property owner Hansen is no longer interested in the living snow fence program, however property owner Stalker is still interested and would like to proceed forward. *Motion by Keckeisen to approve with AECOM task order 22 amended to task order 21, titled Wisconsin Land Coop Property, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
DECEMBER 8, 2011 ~ 9:00 A.M.**

*Motion by Keckeisen to break for approximately five minutes, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. 10:50 P.M.*

*Motion by Gatterman to return back to meeting from break, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. 11:05 P.M.*

**MOTION BY GATTERMAN TO DEVIATE FROM THE AGENDA TO ADDRESS ITEM #19, SECOND BY KECKEISEN. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.**

**THE COMMITTEE WILL CONVENE IN CLOSED SESSION PER WIS. STATS. 19.85(1)(C) FOR PURPOSES OF CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY. DISCUSS AND /OR ACT ON THE PERFORMANCE OF THE HIGHWAY COMMISSIONER:** *Motion by Keckeisen to convene in Closed Session per Wis. Stats. 19.85(1)(c) to discuss and or act on the performance of the Highway Commissioner, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**THE COMMITTEE WILL RECONVENE IN OPEN SESSION PER WIS. STATS. 19.85(2) TO CONSIDER AND VOTE ON APPROPRIATE MATTERS:** *Motion by Keckeisen to reconvene in Open Session per Wis. Stats. 19.85(2), second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**MOTION BY KECKEISEN TO GO BACK TO ITEM #8 FOR FURTHER DISCUSSION, SECOND BY GATTERMAN. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.**

**COUNTY ROAD "J" DRAINAGE DITCH CONCERNS:** Joe Seiss discussed with the Highway Committee the possibility of installing drain tile to the county maintained ditch. Highway Commissioner will compile information reference drain pipe and tile and report back to Highway Committee.

**MOTION BY KECKEISEN TO RETURN BACK TO THE ORIGINAL AGENDA AND ADDRESS ITEM #15, SECOND BY GATTERMAN. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.**

**REVIEW & APPROVE COUNTY ROAD "Z" (18<sup>TH</sup> LANE TO WOOD COUNTY LINE) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS & OFFERING PRICE REPORTS:** *Motion by Gatterman to approve the Offering Price Reports as prepared by Timber-Selissen Land Specialist for parcels: 16, 43A, 43B, 43C, 91, 127, 130, 178 & 190 on the County Road "Z" (18<sup>th</sup> Lane to Wood County Line) Project, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & APPROVE COUNTY ROAD "Z" (STH 82 TO CTH F) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS, RELOCATION ORDER & OFFERING PRICE REPORTS: NONE**

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
DECEMBER 8, 2011 ~ 9:00 A.M.**

**MISC. SALE OF PARTS:** *Motion by Johnson to sell on the Wisconsin Surplus On-Line Auction, 6-yard box liners and misc. parts, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**EQUIPMENT LOCATION PLOW ROUTES:** Highway Committee and Commissioner discussed the location of the snow plow trucks that are currently parked at salt sheds. No changes were made to the prior decision and the plow trucks will continue to be parked at salt sheds, due to liability reasons.

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Installing snow fence on state and county
- Conditional Use Permit / Truck Route
- New Mechanic started December 2
- Grubbing stumps on County Road "E"
- Consolidation Committee Meeting
- Cleaning Contract
- ASE Certifications

**FINANCIAL REPORT:** *Motion by Keckeisen to approve the November 2011 Financial Report as audited, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the November 7, 2011, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Keckeisen to approve the Monthly Check Summary report as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- Palmer Driveway ~ County Road "J"
- County Road "J" ~ Drainage Ditch

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Gatterman, second by Keckeisen, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, January 12, 2012 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 1:10 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**Adams County Humane Society  
Board of Directors - Meeting minutes  
Community Center in Adams County  
November 14, 2011  
License #266944-DS**

**Call to order**

Carol Berry called the monthly meeting of the ACHS board of directors to order at 5:03pm.

**Attendance**

Carol Berry, Mary Anne Keul, Al Schmidt, Lynn Moen, Fran O'Brien, Christina Ackerman and Joyce Koehler. Brenda Merkle was absent from this meeting.

**Approval of Minutes**

The minutes of the 10/10/2011 were approved by Mary Anne Keul and seconded by Lynn Moen.

**Building maintenance**

- \*Snow blowers were discussed. The small red one is no good and will be disposed of.
- \*The small dryer in the bathroom has been vented and is ready for use.
- \*Mary Anne Keul will get two bids for having the duct work cleaned. It was agreed by all that when she gets the bids, Mary Anne can make the decision on which bid to accept and schedule the work to be done.
- \*Will have the security system checked and see why the outside lighting doesn't work properly and what can be done to correct that.

**Fresh Ideas Committee update**

Report was read and discussed. All approved the report.

**Managers report**

Report was read and discussed. All approved the report.

**Treasurers report**

Report was read and discussed. Report was approved by Mary Anne Keul and seconded by Fran O'Brien.

**Old Business**

- \*New brochure was set aside until the Dec. 12th meeting.
- \*Had a discussion on changing the adoption fees for dogs from \$120 to \$135 and puppies from \$100 to \$200.
- \*A motion was made by Al Schmidt to raise the basic adoption fee for dogs to \$135 and puppies to \$185. The shelter manager can use her discretion on fees for senior dogs (7years and older) and special needs dogs. This motion was seconded by Fran O'Brien. All were in favor. A motion was made by Fran O'Brien to have these prices become effective as of November 15, 2011 and was seconded by Mary Anne Keul.
- \*The 2012 budget will be tabled until the December 12, 2011 meeting.

**New Business**

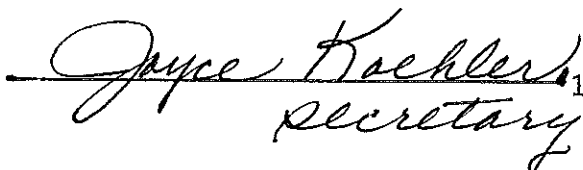
- \* Will work on articles for the newsletter and have them ready for the Dec. 12th meeting.
- \* Fran O'Brien made a motion to convene into closed session 19.85(1)e at 7:35pm and was seconded by Al Schmidt. Al Schmidt made a motion to go back into open session 19.85(2) at 8:19pm and was seconded by Fran O'Brien.

**Adjourn**

Al Schmidt made a motion to call the meeting to end at 8:20pm. Fran O'Brien seconded the motion.

Next BOD meeting held at the community center will be December 12, 2011 at 5pm.

Minutes respectfully submitted by:

  
Joyce Koehler  
Secretary



**Adams County Humane Society  
Board of Directors - Meeting Minutes  
Community Center in Adams County  
December 12, 2011  
License #266944-DS**

**Call to order**

Carol Berry called the monthly meeting of the ACHS board of directors to order at 5:00pm.

**Attendance**

Carol Berry, Mary Anne Keul, Lynn Moen, Al Schmidt, Fran O'Brien, Christina Ackerman and Joyce Koehler. Brenda Merkle was absent.

**Approval of Minutes**

\*The minutes of November 14, 2011 were approved by a motion from Mary Anne Keul and seconded by Fran O'Brien.

\*The minutes of the special meeting of November 21, 2011 were approved by a motion from Mary Anne Keul and seconded by Lynn Moen.

**Building Maintenance**

\*Security camera and lights - ACEC downloaded and ready to go.

\*Duct work cleaning does not need to be done as per furnace man.

**Fresh Ideas Committee update**

\*Letters will be sent with new banks to businesses to introduce the person who will be collecting the money.

\*Meetings may be changed to the 1st Monday of each month at 4:30pm.

**Managers Report**

\*Putting in a request for bids on stray cats was discussed but no decision was made.

\*The purchase of a 55 gallon drum of a new type of cleaner was discussed. This cleaner would be purchased with Bell Labs money. This is on hold until the January meeting.

**Treasurers report**

\*Paying sales tax and the need for a sellers permit is being checked out by our accountant.

\*Treasurers report was discussed and approved by all.

**Old Business**

\*Fee schedule was reviewed. Mary Anne Keul made a motion that all felines, cats and kittens, be \$50 plus a \$50 deposit for spay and neutering. Lynn Moen seconded the motion. All in favor.

\*Mary Anne Keul made a motion to test for heartworm and give heartgard. Fran O'Brien seconded the motion, all in favor.

\*Carol Berry would like to find extra money to have animals cremated. Christina would check with companies on prices. This will be discussed at the January meeting.

\*We are still gathering material for our newsletter.

\*Brochures are on hold until the January meeting.

**Special guest**

At 6pm Darcie Beckman, a reporter from the Adams Times Reporter was a guest at our meeting for an interview about our facility and our operations.

**New Business**

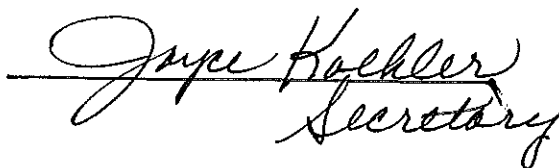
Carol Berry called for a closed session 19.85(1)e at 8:01pm. A motion was made by Fran O'Brien to go back into open session 19.85(2) at 8:51pm and was seconded by Lynn Moen.

**Adjourn**

Carol Berry adjourned the meeting at 8:51pm.

**Next BOD meeting will be held at the community center on January 9, 2012 at 5pm**

**Minutes respectfully submitted by:**

  
Secretary

**ADAMS COUNTY LANDFILL ADVISORY COMMITTEE**

**MONDAY, DECEMBER 19, 2011, 7:00 P.M.  
STRONGS PRAIRIE TOWN HALL**

**Members Present:** Dennis Erickson, St. Pr. Town Chair  
Brenda Rhinehart, Office Manager  
Nancy Wical, Town Supervisor/Citizen Member  
Larry Gasienica, Preston Town Representative

**Others Present:** Larry Babcock, SW Committee Chair  
Florence Johnson, SW Committee Member

**CALL TO ORDER, ROLL CALL & APPROVAL OF AGENDA:** The meeting of the Solid Waste Advisory Committee was called to order by Chairperson, Dennis Erickson at 7:02 P.M.. All Committee members present. Brenda Rhinehart was filling in for the Director who did not make it back from a trip due to flight delays.

There were no additions or changes to the agenda. *Motion by Wical, second by Gasienica, to approve the agenda as presented. All in favor. Motion carried.*

**MINUTES:** Ms. Rhinehart presented the minutes of the May 16, 2011 Advisory Committee Meeting. *Motion by Wical, second by Gasienica, to approve the minutes of the May 16, 2011 Advisory Committee Meeting as corrected. All in favor. Motion carried.*

**UPDATE ON OPERATIONS/SITE REPORT:** Ms. Rhinehart then reported on the following items for June 2011 through December 2011.

**RECYCLING:** Recycling markets have been steady and we have been shipping the stockpiled comingled bales. We continue working on an agreement between IROW and Adams County lease the recycling building for processing.

Scrap metals, tires, appliances, fluorescent bulbs, glass aggregate, batteries, and waste oil/antifreeze are being shipped regularly. We have recently added #3-#7 plastics back into the recycling mix and we are working with the Carton Council to be able to accept and process milk & juice cartons. Recycling volumes are still exceeding required amounts and the reject materials are still very low.

**REVENUES & TIPPAGE:** Garbage tippage for 2011 is higher than last year by approximately 20.56%. See attached Tippage Reports.

Of this, the "free" tippage portion to Strong's Prairie has increased 46.7% from 922.92 tons in 2010 to

1,732.43 tons in 2011, probably a large part due to the tornado and other windstorms. In 2009 Strongs Prairie brought in 838.34 tons.

The business/residential dumpster service is still going well although we have lost several customers due to the recession. Since last year we've added 364 new customers and lost 240. In 2010 we had 175 new customers, 206 in 2009, and 183 new customers in 2008. In 2010 we lost 171 customers and 172 customers in 2009 probably due to the economy.

The Town of Jackson and Village of Friendship curbside pickup is going very well. The City of Adams and Dell Prairie contracts were given to Clark Disposal are coming to the County Landfill.

Since the beginning of the year there were 1200 large roll-off containers leased out to private citizens and contractors in 2011 bringing in \$178,175.00. We have also had 1,377 drop-off site container switch-outs through the year bringing in \$80,180.00 in fees. This is significantly more than in previous years. \$22,875 of this was brought in from out of county and does not include the tippage. This is the container fees only.

The new Ordinance requiring all waste from Adams County come to Adams County is going well. We have several haulers who got permits in 2011 and started bringing the waste here. These same haulers, as well as 3 others have applied and been approved for 2012. Stickers were issued for their trucks.

**OUT-OF-COUNTY WASTE:** \$127,636.80 in revenues has been brought in 2011 from Out-of-County. (See attached reports) Garbage tonnage from Out-of-County is 1,575 tons. There will be 2 new Out-of-County curbside collection contracts starting 1/1/12 and many new customers will increase revenues next year.

**INSPECTIONS:** Landfill related inspections passed without violations or citations issued. Groundwater monitoring again showed road salt chemicals in some wells, some of which are not down-gradient to the landfill and could be normal groundwater fluctuations and/or road run-off. VOC's were not detected. Methane gas was detected in the North gas probe. Because of this we have rearranged our construction for next year to include partial installation of the cap and gas system over cell #1 & #2 which will collect and divert the methane.

All scale and fuel system mandatory inspections passed without any violations, problems or citations. A new automated fuel system was included in the budget for 2012 and will be installed in January or February. No other areas of concern were found or violations noted.

**LANDFILL IMPROVEMENTS:** No major improvements were made to landfill buildings or grounds.

**LANDFILL CONSTRUCTION UPDATE:** Cell #4 construction is almost completed. We are waiting for final jetting of leachate lines which was done on December 14<sup>th</sup>. The final approval will be sent to the DNR when all the documentation and inspections are done. The DNR has notified us they will fast-track our approval process as we are running out of space in Cell #3.

**OTHER SPECIAL EVENTS:** A ½ price appliance and tire roundup is scheduled for Saturday, June 30th. A Hazardous Waste Clean Sweep and Pharmaceutical Collection will also be held the same day.

**OTHER:** The County budget for 2012 has been approved. The SW tax levy portion increased slightly over last year. There are no price increases for 2012 due to the condition of the economy. Since we are now an Enterprise Fund we have had to pay for our own worker's comp insurance, liability insurance, set money aside for equipment replacement, etc. We also had to make adjustments for the 40% decrease in recycling grant funds, however, the recycling surcharge fees paid to the state have NOT decreased.

**Of the \$2,644,627.00 SW Budget for 2012:**

\$243,325.00 is on the tax levy which is 1.99% of the total County tax levy  
(1.49% in 2011, 1.58% in 2010; 1.938% in 2009; and 2.223% in 2008).  
SW Debt is 0% of the total County Debt.  
\$94,000.00 is from recycling grants which is down from \$142,139 from 2011.  
\$2,307,302.00 is revenues from customers and sale of processed recyclables.

**CONSIDERATIONS TO STRONGS PRAIRIE:** Since the first of the year, the citizens of Strongs Prairie have received the following at no charge:

**2011**

1,732.43 tons of garbage = \$81,424.21 (does not include surcharge fees which the town now pays for)  
136.08 tons of brush worth \$6,123.60. 19.93 tons of yard waste worth \$797.20.  
Total consideration since the first of the year to Strongs Prairie as host community for 2011 is \$88,345.01.

**2010**

922.92 tons of garbage worth \$43,377.24 (does not include surcharge fees)  
70.54 tons of brush worth \$3,174.30 15.09 tons of yard waste worth \$603.60  
Total consideration since the first of the year to Strongs Prairie as host community for 2010 is \$47,155.14.

**2009**

681.41 tons of garbage worth \$33,457.23 (468.87 tons of garbage, worth \$21,774.04  
(Reported last year--This fee did not include all customers)  
32.82 tons of brush worth \$1,312.80 12.99 tons of yard waste worth \$454.65  
Total consideration since the first of the year to Strongs Prairie as host community for 2009 is \$33,224.68.

**2008**

588.2 tons of garbage, worth \$27,704.22

66.53 tons of brush worth \$2,328.55

15.08 tons of yard waste worth \$452.40

Total consideration since the first of the year to Strongs Prairie as host community for 2008 is \$30,485.17.

**2007**

1218.32 tons of garbage, worth \$48,732.80

90.08 tons of brush worth \$2,765.50

15.07 tons of yard waste worth \$376.75

Total consideration since the first of the year to Strongs Prairie as host community for 2007 is \$51,732.80.

**2006**

962.54 tons of garbage, worth \$38,501.60

121.03 tons of brush worth \$4,236.05

18.12 tons of yard waste worth \$453.00

Total consideration since the first of the year to Strongs Prairie as host community for 2006 is \$43,190.65.

**ADJOURNMENT/NEXT MEETING DATE (May 21, 2012):** Motion by Wical, second by Gasienica, to adjourn until the next meeting which will be held on Monday, May 21, 2012. All in favor. Motion carried. Meeting adjourned at 8:05 PM.

**RESPECTFULLY SUBMITTED,  
MYRNA DIEMERT, SW DIRECTOR/RECYCLING COORDINATOR**

***THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE***

# **APPROVED**

## **LAND & WATER CONSERVATION COMMITTEE MEETING**

November 14, 2011

Regular Meeting

**Present:** Stuchlak, Morgan, James, Licitar, England, Bork. Absent and excused: Keckeisen.

**Call to Order:** Chair Stuchlak called the meeting to order at 9:00 AM in Adams County Courthouse Conference Room, A231.

**Was the meeting properly announced?** Yes.

**Agenda:** Motion, by Licitar/Morgan, to approve the agenda. Motion carried unanimously.

**Previous Minutes:** Motion by James/Bork, to approve the minutes for the October 10 , 2011, (regular) meeting, and for the October 26 , 2011, (cost-sharing) meeting. Approval carried unanimously.

**Public Participation:** Chair Stuchlak announced that public participation would be taken "as we go."

**Wildlife Abatement Claims Report:** Barry Benson appeared and presented current USDA-APHIS crop-pricing figures for proposed use in the 2011 Adams County Wildlife Abatement Program. Murphy then asked of Mr. Benson, and the committee agreed, that he supply the committee some kind of outline/refreshers/ explanatory-summary and scope of the Wildlife Abatement Program's operations, which Mr. Benson immediately did. After presentation, questions, and discussion, motion by Bork/Licitar to accept the suggested price guidelines carried unanimously.

**WDNR Report:** None.

**NRCS Report:** Michelle Komiskey appeared and discussed aspects of the Wetland Reserve Program (WRP) of the NRCS, soliciting contacts from possible qualified landowners interested in wildlife restoration of once/former wetlands that had been humanly altered for conversion to agricultural use.

**Deviation from the Agenda.** At 9:30 AM, motion by James/England, to temporarily suspend the agenda to address item "j." (Friendship Lake dam concerns); carried unanimously. Mr. Pat McCue requested permission to address the committee on behalf of Friendship Lake property owners regarding issues /potential problems/concerns with anticipated forthcoming sale/change of ownership of the Friendship Lake dam. Murphy outlined and summarized the situation. Questions and discussion of various related issues followed, and the committee established that the topic be placed upon and addressed during the December 12, 2011 L&WCC meeting's agenda.

**Return to the Agenda.** At 9:50 AM, Chair Stuchlak redirected business back to item "d.", the LWCD monthly report.

## **APPROVED**

**LWCD monthly report.** Lake Specialist Reesa Evans was invited by the committee to present highlights of her recent conference in Spokane, Washington. She briefly reviewed her activities and her presentations, the valuable time she had, and encouraged attendance at the 2012 NALMS to be held in November, 2012, right here (WI), in Madison, WI.

**Central Wisconsin Windshed Partners report.** Licitar reported that the next meeting would be on December 19, 2012 at 1:30 PM.

**North Central Land and Water Conservation Association report.** Committee requested review of October 27, 2011, trip to NCL&WCA gathering at Wausau. At Murphy's request, clerk Ron Pufall reported on the day's activities and events: the poster and speech contests, and the business meeting.

**Golden Sands Resource, Conservation, and Development report.** The next meeting date is Thursday, November 17, 2011.

**USDA Farm Services Agency report.** No meeting in October. Next meeting in December, 2012.

**October, 2012, Financial report.** No discussion, no flags to report. Motion to approve, James/Morgan, carried unanimously.

**WLWCA Resolutions.** At committee request, Murphy provided viewpoints/concerns regarding various items among the five proposed resolutions. Motion to adopt Resolution #1 (Phosphorus/Lake Michigan), James/England, carried unanimously. Motion to adopt Resolution #2 (Wetlands Tax Classification), Bork/Licitar, carried unanimously. Motion to adopt Resolution #3 (Asian Carp Spread/Inland Watersheds), Licitar/James, carried unanimously. Motion to deny Resolution #4 (Climate Change), James/Morgan, carried unanimously. Motion to approve Resolution #5 (Merging WLWCA with WALCE), James/Morgan, contingent upon modifying the bylaws to eliminate Executive Committee, and upon modifying statement that subcommittees "shall" be established.

**Motion to recess.** At 10:25 AM, motion to take short recess, James/England, carried unanimously.

**Re-convene the meeting.** At 10:35 AM, Chair Stuchlak called the meeting back to order.

**Voting Proxy Form.** Chair Stuchlak indicated his intent to attend and vote at the WLWCA business meeting on Friday, December 12, at Wisconsin Dells, and he authorized Morgan to serve as proxy should he be unable to attend.

**McGinnis Dam grant-of-access.** Motion by England/Licitar to approve easement to McGinnis Lake dam.

**Atrazine Prohibition Areas.** Consensus was to invite DATCP to January, 2012, meeting for more information.

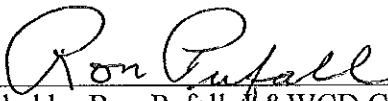
**APPROVED**

**Communications:** 1.) Motion to approve 2012 Budget changes outlined by Murphy, Morgan/England, carried unanimously. Changes are due to decrease in DATCP funding. To offset decrease, LWCD shall reduce operating supplies, training costs, and eliminate vehicle purchase. 2.) Chair Stuchlak signed transfer agreement to authorize transfer of cost-share funds from Adams County to Lincoln County. 3.) Murphy stated that Nature Conservancy had alerted the department of an auction sale of acreage near Big Spring in New Haven Township. 4.) Committee discussed request for recommendations for improving the Wildlife Abatement Program.

**Items for December, 2011, L&WCC Meeting:** Friendship Lake Dam – ownership.

**Next Meeting Date:** December 12, 2011, 9AM.

**Motion to Adjourn:** Made at 11:20 AM, James/Licitar; carried unanimously.

  
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Minutes recorded by Ron Pufall, L&WCD Clerk//Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE.



ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: December 7, 2011  
ROOM A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:04 A.M. on Wednesday December 7, 2011 with the following members present. Glenn Licitar, Mike Keckeisen, Barb Morgan, Randy Theisen, Diane England and Terry James. Others present were: Cathy Allen, Recording Secretary; Michelle Harrison, Secretary and Greg Rhinehart. Was this meeting properly announced? Cathy Allen stated that it was. Roll Call. Barb Morgan made a motion to approve the agenda as presented. Diane England seconded the motion. All in favor. Motion carried. Terry James made a motion to deviate to item #6 Public Participation. Barb Morgan seconded the motion. All in favor. Motion carried

Chairman Stuchlak noted that public participation would be taken as needed.

Glenn Licitar made a motion to approve the minutes from the October 26 and November 2, 2011 meetings as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of November to the Committee for review. Terry James made a motion to approve the Surveyor's report as presented. Diane England seconded the motion. All in favor. Motion carried.

Terry James made a motion to recess. Randy Theisen seconded the motion. All in favor. Motion carried.

RECESS: 9:10 A.M.  
RECONVENE: 9:14 A.M.

Public Hearings: Rolland Garlock – Rezoning request of a portion of a parcel (approx. 3.53 acres) from an A1-15 Exclusive Agricultural District to an R1LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East, at 3793 1<sup>st</sup> Lane, Town of New Haven, Adams County, Wisconsin. Mike Keckeisen made a motion to approve the request and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 5 – Yes. 2 – No. (Stuchlak & James) Motion carried. Dale J. Haddon – Conditional Use Permit request under Section 3-3.06 of the Adams County Comprehensive Zoning Ordinance to allow short term rental of a dwelling on property located in the NE ¼, NW ¼, & SE ¼, NW ¼, Section 29, Township 14 North, Range 7 East, at 562 Golden Court, Town of New Haven, Adams County, Wisconsin. Mr. McLaughlin explained to the Committee that the Haddon's had met with the Township, but don't meet with the Plan Commission until December 15, so the Haddon's are requesting that their Conditional Use Permit hearing be tabled until January. Terry James made a motion to table the request until the January meeting. Randy Theisen seconded the motion. All in favor. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting.

Barb Morgan made a motion to deviate to item ##12 Customer service card. Randy Theisen seconded the motion. All in favor. Motion carried. Discussion was held regarding whether to have a drop box and if so, where it would be located or pre stamping the cards and where to mail them. It was the Committee's consensus to put postage on fifty (50) colored cards with a return address to Marcia Kay, Personnel Director and see how many are returned. Planning & Zoning should also check with the post office about placing postage on the cards with fees that are only charged if mailed. Terry James made a motion to approve the customer mailers as presented, with postage. Glenn Licitar seconded the motion. All in favor. Motion carried.

PLANNING & ZONING COMMITTEE  
MONTHLY MEETING  
December 7, 2011  
PAGE #2

Register of Deeds; Jodi Helgeson informed the Committee that on December 2, 2011 her office had recorded their 500,000 document. One third of those have been since she has been in office. This is the twenty fifth year for managed forest properties and there have been 68 renewals.

Land Information; Tyler is working with the LiDar information received by the County. With the elevations, everything looks like it's in 3D.

Department updates: None.

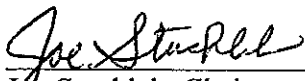
Phil McLaughlin presented the Financial Report for the month of October to the Committee for review. Glenn Licitar made a motion to approve the Financial Report and Comp Time Report as presented. Diane England seconded the motion. All in favor. Motion carried.

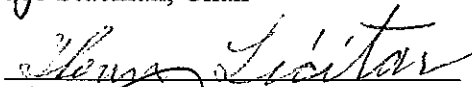
Correspondence: The Committee was informed that the Newspaper office has credited the Planning and Zoning account for the error in publication for the October 5, 2011 meeting, which then had to be rescheduled.

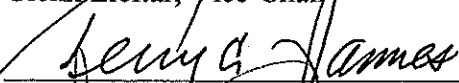
Next meeting date: January 4, 2012 @ 9:00 A.M.

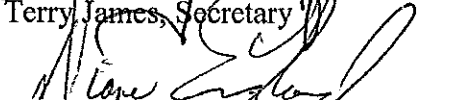
Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

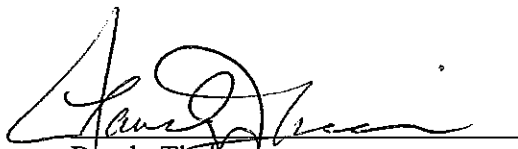
Adjourned: 9:54 A.M.

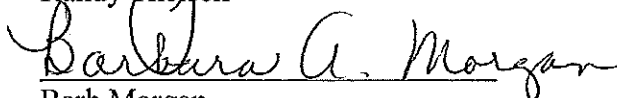
  
Joe Stuchlak, Chair

  
Glenn Licitar, Vice-Chair

  
Terry James, Secretary

  
Diane England

  
Randy Therser

  
Barb Morgan

Mike Keckeisen

  
Cathy Allen, Recording Secretary

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: January 4, 2012  
ROOM A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:00 A.M. on Wednesday January 4, 2012 with the following members present. Glenn Licitar, Barb Morgan, Randy Theisen, Diane England and Terry James. Mike Keckeisen was absent. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Matt Bremer, Representative Scott Krug and Greg Rhinehart. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Public Hearings: Dale J. Haddon – Tabled Conditional Use Permit request under Section 3-3.06 of the Adams County Comprehensive Zoning Ordinance to allow short term rental of a dwelling on property located in the NE ¼, NW ¼, & SE ¼, NW ¼, Section 29, Township 14 North, Range 7 East, at 562 Golden Court, Town of New Haven, Adams County, Wisconsin. Mr. McLaughlin explained to the Committee he and Joe feel that a site visit is needed before considering the Haddon's request. Based on the verbiage used in the ordinance the request needs to be discussed with Corporation Counsel. Also, the Town Board and their Planning Commission are in disagreement as to conditions that should be applied to the Conditional Use Permit. Mr. Haddon presented copies of a packet he put together with maps, rental agreement, etc. for the Committee to review. Discussion followed. Terry James made a motion to table the request until after the onsite on February 1, 2012. Diane England seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and noted that public participation would be taken as needed.

Glenn Licitar made a motion to approve the minutes from the December 4, 2011 meeting as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of December to the Committee for review. Terry James made a motion to approve the Surveyor's report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Randy Theisen made a motion to deviate to item #13 on the agenda: Frac Sand Mining. Terry James seconded the motion. All in favor. Motion carried. Phil McLaughlin stated that this subject needs to be addressed as this industry is moving into Wood County. This particular sand is primarily found in Minnesota and Wisconsin and referred to as "gold" because of how much it is sold for. It is used for pumping into fractures when mining natural gas and such. This would require a Conditional Use Permit for nonmetallic mining in a County Zoned Township. Mr. McLaughlin feels that our regulations may not be sufficient to cover this type of mining. Representative Scott Krug also spoke on the subject, stating that this will become an issue of economic impact for Adams County over the next few years as the sand covers the entire area of the County. He also mentioned that the State mandates County Planning & Zoning Departments to monitor air quality and reclamation practices, which can be costly. Discussion was held as to the mining in some areas being just the surface area and some areas over 800' deep. Some counties are responding with moratoriums. Mr. Krug encouraged the Committee that if they feel any changes need to be made to zoning regulations that it needs to be done quickly. Chairman Stuchlak thanked Representative Krug for his interest in the matter.

Register of Deeds; Jodi Helgeson informed the Committee that they have completed the first phase of the Redaction project and provided a copy of a before and after Redaction document.

PLANNING & ZONING COMMITTEE  
MONTHLY MEETING  
January 4, 2012  
PAGE #2

Land Information; Jodi Helgeson informed the Committee that the County is only receiving part of the base budget funding which helps with the cost of parcel mapping, aerial photography, zoning maps, etc. Representative Krug feels that this may be addressed in the spring under the Funding Formula Reform.

Planning & Zoning Updates: Mr. McLaughlin stated that Matt Bremer starting working in the Department as of Tuesday of this week. The office was re-carpeted between Christmas and New Years.

It is the Committee's consensus to leave the Public Hearing Notice procedure as it is.

Mr. McLaughlin presented the Committee with a copy of a letter from Timberlake Homes and a Customer Service Card noting good customer service.

Phil McLaughlin presented the Financial Report for the month of November to the Committee for review. There was no comp time to report. Terry James made a motion to approve the Financial Report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

Next meeting date: February 1, 2012 to meet at 8:15 A.M. at the Dale Haddon residence at 562 Golden Court for an onsite, with the Public Hearings to start at 9:30 A.M or as soon thereafter as possible at the Courthouse, Room A260.

Barb Morgan made a motion to adjourn. Diane England seconded the motion. All in favor. Motion carried.

Adjourned: 10:09 A.M.

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Joe Stuchlak, Chair

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Randy Theisen

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Glenn Licitar, Vice-Chair

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Barb Morgan

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Terry James, Secretary

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Mike Keckeisen

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Diane England

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Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

## **Property Committee Meeting Minutes**

December 20, 2011  
Room A160, 5:30 p.m.

The meeting was called to order by Chairman Renner at 5:35 p.m. The meeting was properly announced. Present: Renner, Allen, Djumadi. Miller and Kotlowski were excused. Also present: Hamman, Price, Grosshuesch, McGhee, and Phillippi.

Motioned by Allen/Djumadi to approve the agenda. Motion carried by unanimous voice vote.

Allen suggested to deviate from the agenda to item 7, then item 6. All agreed.

Kotlowski arrived at 5:38 p.m.

Motioned by Allen/Djumadi to rescind motion from Joint Property Committee/Public Safety & Judiciary Committee on November 30, 2011 to keep room 214 as is and continue work on room 219. Motion carried by unanimous voice vote.

Motioned Allen/Djumadi to remodel room 214 in Health and Human Services for about the sum of \$840 and leave room 219 in Health and Human Services as is. Motion carried by unanimous voice vote.

Motioned by Allen/Djumadi to approve resolution for \$42,000 and forward to County Board. Motion failed by unanimous voice vote.

Motioned by Kotlowski/Allen to renew one year contracts with Advance Janitorial and Gary's Cleaning with no dollar increase, beginning January 1, 2012. Motion carried by unanimous voice vote

Motioned by Allen/Kotlowski to adjourn at 6:00 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
County Clerk

**These minutes have not been approved.**

## Property Committee Meeting Minutes

December 27, 2011  
Room A160, 1:00 p.m.

The meeting was called to order by Chairman Renner at 1:10 p.m. The meeting was properly announced. Present: Renner, Allen, Kotlowski and Miller. Djumadi was excused. Also present: Phillippi, Hamman, McGhee and Price.

Motioned by Allen/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Allen to approve the December 20, 2011 minutes. Motion carried by unanimous voice vote.

Motioned by Allen/Kotlowski to approve forwarding resolution to County Board for \$47,175.67 for the Health & Human Services Project. Resolution to include language "any excess unspent funds go back to the General Fund". Motion carried by unanimous voice vote.

Motioned by Miller/Kotlowski to pay draw for Professional Services dated November 26, 2011 in the amount of \$918.00. Motion carried by unanimous voice vote.

Next meeting date: Wednesday, January 11, 2012 at 9:00 a.m.

Next meeting agenda: County property marked sufficiently.

Motioned by Kotlowski/Allen to adjourn at 1:45 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
County Clerk

**These minutes have not been approved.**

## Public Safety & Judiciary Committee

Wednesday, December 14, 2011

9:00 a.m. – Conference Room A260

### MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes.
3. Roll Call. Sebastiani, Ward, Keckeisen, Miller, James, Sebastiani, Chris from Eyes of Hope Shelter, Inc., Jack Albert, Jake Roseberry, Jane Gervais, Marilyn Rodgers, Angela Hinze, Les Beckman, Sandra Green, Deb Barnes, Janis Cada, Dee Helmrick
4. Approve the Agenda. James/Sebastiani, MC/UN
5. Approve minutes of prior meeting. Ward/Miller, MC/UN
6. Public participation (*If requested by the Committee Chair*). As needed.
7. Correspondence. None.
8. Discuss and/or act on Letter of Understanding with Eyes of Hope shelter for 2012. Chris is in attendance from Eyes of Hope. Letter was handed out to all on the Committee. Jack Albert connected Trena Larson on the teleconference call to discuss this agenda item. Going through the letter briefly it focuses on the parameters which were discussed previously. Trena Larson explained the financial accounting process with the County on how the vendor has been paid previously and how the new vendor will be paid in the future. The dog license fees will be allocated and paid monthly. Jack Albert would characterize this discussion as a "source of funds" and not to be a discussion for our commitment with our letter of agreement with an outside contractor. Trena agrees. Cindy Philippi, the County Clerk arrived at 10:20 pm to explain the dog license fees. Cindy indicates she just got off the phone with the State and the money we have in there as of March could go to the new entity we will be doing business with. It is the Corp Counsel's decision on whether to pay up front or pay as a monthly contract payment. The County can only keep \$1000 of those monies. Jack Albert continued to explain his concerns with the discussion regarding internal accounting and how they will be paid. This letter is simply an understanding with the County on a monthly payment made to them and how these funds are allocated should not be of discussion during this meeting. Chris from the Eyes of Hope Shelter, Inc. addressed the licensing issue. They are non-profit. They are Eyes of Hope Shelter, Inc. They have a license 267310-DS – (Dog Shelter). They are not licensed as a breeder. They have had approved inspections throughout and will provide information on these inspections as needed. She also indicated the letter does not say \$15 per day, per dog and that should be changed. It also doesn't say what the payment date will be and would like to have it for the 1<sup>st</sup> of the month. Trena will make sure this is taken care of. Motion to enter into Letter of Understanding with Eyes of Hope Shelter, Inc. as drawn up by our Corp Counsel and that on page 2 after \$15 per day, we add the words "per dog" and that the payment be the first of each month. Ward/James, MC/UN. Trena Larson also mentioned the Financial Disclosure regarding the shelter.
9. Medical Examiner, Angela Hinze – Deputy Coroner, Marilyn Rogers – Both present.  
 Monthly expenditures report. No questions.  
 Approve conference/training if any. None.  
 Department operations. The staffing situation was discussed with the other employees to not hire a third employee. They feel that between the two individuals in the office and they were comfortable with this scenario. The first of the year the MOU's will be re-written. They are also working on the Policy & Procedures Manual for the ME's office for Adams County.

Discuss/Act on letter from Roseberry's regarding misinformation. Jake Roseberry spoke of his concerns regarding the condition of the individuals when received from the ME's office. He states they end up shooting up to 3x the embalming fluid they would normally use. It seems the internal charade is getting consistently nicked to affect the distribution of the fluid. They've had other autopsy cases from Madison and have never had problems from these entities. Angela Hinze indicates she works with hundreds of other funeral homes and has absolutely no issues with those businesses. Jake Roseberry was also informed by the committee that he should be contacting Angela Hinze when he has issues with their office, not her Chief Deputy and not the PS&J Committee out of Adams County. Angela expressed her concerns to Mr. Roseberry regarding his issues he has with her directly. Angela also expressed that if Jake has issues with the way things are done and is going to write letters, they should be addressed to her directly and also address the way he would like the issues fixed, be proactive in the decision in making changes to the protocol that is used by the ME's office in Adams County. Terry James asked that Angela Hinze follow up with which the pathologists are that performed the autopsies on these specific bodies and make sure they aren't doing anything wrong. Jake's main concerns are the autopsies are done poorly; he doesn't have a vested interest in where we send the bodies just so they arrive to him in good shape. The relationship Roseberry's has with the ME's office is almost nothing like he's ever experienced. Angela explained how all of that worked to Mr. Roseberry. More discussion was held by Mr. Roseberry and Ms. Hinze regarding the operations of the ME's office with Roseberry's Funeral Home and their direct working relationship. Terry James indicates he appreciates the discussion between both sides. Jake Roseberry was instructed to address all of his concerns in the future through the proper channels. Angela Hinze will follow-up on the last three autopsies done in Columbia County and as well as sign all Death Certificates immediately even if pending so the families can move forward with proper arrangements.

James/Ward, motion for a five minute break at 10:25am.

10. Family Court Commissioner – Dennis McFarlin – Not present.  
Review check summary.

11. Child Support – Deb Barnes – Present.

Review Performance Measures for November 2011;  
Review check summary. No questions.

Discuss office activities. Notification of employee Angela Hinze's passing on December 2<sup>nd</sup>.

Review performance measures for November 2011. There has been a change in procedures in how performance dollars are awarded. Deb explained this process in detail. The other change is they decided to go strictly with the Federal Guidelines about their performance which is 80% across the board. This was also discussed in detail as well as other changes made to the expected performance measures.

Review Check Summary. One question answered by Deb.

Discuss Office Activities. Deb went to visit the call center last week for a day to see how things operate. They do a very nice job of ironing out issues and work well with the Supervisors of the Department.

12. Clerk of Circuit Court – Dee Helmrick – Not present – contact if needed.

Summary report of expense vouchers submitted for payment.

Approve conference/training (None scheduled).

Discuss general operations of department.

Community Service Coordinator's monthly report.

13. Register in Probate – Terry Reynolds – Not present.

Monthly expenditures report.

pg 2 of 3  
PS & J 12-14-11



14. District Attorney – Janis Cada – Present

Monthly expenditures report/budget update.

General office activities. Check report was given to everyone on the committee. Janis inquired about the glass for the DA's office which is coming from the Sheriff's Department. Janis also asked if monies in their budget could be used for other things other than the conference monies which were budgeted. If monies are leftover in these other line items she would like to purchase one transcriber and one dictator with an estimate of \$848 to spend to upgrade this system which would include a portable Dictaphone as well. Janis is informing the committee she may need to reallocate monies from one line to another and will work with Trena Larson to do this. No questions from the committee.

15. Emergency Management – Jane Gervais – Present.

Monthly Check Summary. No questions.

Discuss and/or act on Resolution to adopt the Adams County Emergency Response Plan. Table this until next month.

Discuss storage space/rental fee/lease agreement for the Emergency Management Mobile Command Trailer. Met with Friendship Village Board about storage and the mobile command trailer. There were some concerns regarding the \$1/day fee. Jane explained to the Village Board that the \$365/year is already budgeted for in EM's 2012 budget. The Friendship Village Board approved extending the contract to June 1, 2012. Originally, the contract went from August 2010 – August 2011. The Village Board discussed charging \$3/day to cover electricity, heat and storage. Jane will check with Highway about heated storage. Jane will bring this back to the committee in April or May after the Village Board discusses it. Discussion was held.

Discuss and/or act on training/conferences, if any. None.

16. Sheriff's Department - Sheriff Wollin – Not Present.

Captain Beckman – Present

Review monthly expenditure report and check summary. Table until next month.

Animal shelter/animal control officer report. No questions/discussion.

Department Operations: We have not heard anything from Marcia Kaye on the Dispatch applications yet. Captain Beckman explained in the past we have adjusted salaried Command positions hours to cover holidays, County Fair, etc. This means that while the County Holiday policy may state that they have the day before Christmas off we actually have a Lieutenant work that day and give them the "Holiday" on another day. What he would like to do is use our Lieutenants and other Command personnel to be scheduled during the County mandated holidays to provide supervision and then give that employee the holiday on another day. There is no fiscal impact to the budget in doing this. Motion to allow the Sheriff the latitude to adjust salaried positions to cover the holidays. Keckeisen/Ward, MC/UN.

Approve conference/training if any. None.

Discussion/Action on approval of Resolution regarding three promotions of Sergeants. Supervisor Miller has some concerns regarding this Resolution and would like to see some changes. He would like to table this Resolution until next month when Sheriff Wollin is present so he can explain his reasons. Motion to table this Resolution on the Sergeant positions until next month. Miller/James, MC/UN.

Discussion/Action on Approval to fill Jail Deputy vacancy. The Personnel Recruitment of the open Jail Deputy position. The Sheriff's Department is requesting a signature on this form as well as signatures for the updated Jail Deputy position description. Motion to approve the Sheriff's Office move forward to fill the Jail Deputy vacancy. Keckeisen/Miller. MC/UN.

Jail Sergeant Hire – Jason Manternach. Jason is working out well.

17. Approval of all vouchers and monthly expense reports. Motion to hold and approve all vouchers next month. James/Keckeisen, MC/UN.

18. Set next meeting date. January 5th, 2011 at 9:00 am in Conference Room A260.

19. Action items for next meeting.

Resolution on three sergeants; Approve Sheriff's November vouchers and monthly expense reports.

20. Adjourn. Motion to adjourn at 11:35. Miller/Ward. MC/UN.

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PS + J  
12-14-11

## Public Safety & Judiciary Committee

Tuesday, December 20, 2011

5:00 p.m. – Conference Room A260

### MINUTES

1. Call the Meeting to Order. Meeting called to order at 5:03 pm.
2. Was the meeting properly announced? Yes
3. Roll Call: Sebastiani, Keckeisen, Ward, Miller, James, Green, Beckman, Wollin, Larson, Albert
4. Approve the Agenda. Motion to approve agenda. Ward/Miller, MC/UN
5. Approve minutes of prior meeting. Motion to approve minutes. None to approve.
6. Public participation *(If requested by the Committee Chair)*. As needed.
7. Correspondence. None.  
Motion to deviate from the agenda to move to #9. Keckeisen/Ward. MC/UN.
8. **Administrative Coordinator/Director of Finance – Trena Larson**  
Action/Discussion – Opening of Request for Proposals (RFP's) and selection of vendor for Feline Shelter and Services in Adams County. Mauston Area Veterinary Clinic to be line with the budget because there was some concern of the distance the veterinarian was away from Adams County. It would be \$14.20/day for custodial shelter on a 7 day hold which is statutorily required. Adams County would only be financially responsible for the seven day hold. Trena Larson came up with a few estimates which comes up a little over \$30,000. Sheriff Wollin indicated they would be a cat pickup/transport one day a week. This would limit the amount of expenses. The majority of cats we get are from traps that the ACO's get from the traps set from the public. Sheriff Wollin would like to steer away from setting the traps for feral cats because we could also be catching other animals in these traps. The agreement would be locked in at a maximum of 280 cats. Supervisor Ward would like to table this for the agenda on the 27<sup>th</sup> but Trena Larson would like to approve this as soon as possible because of the seven day hold issue and getting the information out to the public so they aware of the changes being made. Supervisor James asked the Dr. could give the committee a statement to be paid 1x per month. This will be tabled until the Tuesday meeting. James/Keckeisen, MC/UN.
9. **Sheriff's Department – Sheriff Wollin and Acting Chief Deputy/Captain Beckman**  
Action/Discussion regarding Department Policy Review. Through the BRB transition there are several changes. The County policy is silent on a few things seeing as the Sheriff's Department is the only 24-7, 365 a day operation and there are benefits in the policy that would not apply to the Sheriff's Office. Would like to ask the committee to move forward with a few things regarding how these issues will be addressed on January 1<sup>st</sup> at midnight. The first to address is going into no union contracts however we still need to offer fair compensation packages to maintain and recruit quality people. Sheriff Wollin addressed the issue of holidays as an example in the jail, dispatch and patrol. The ultimate decision for any of these issues is up to the Sheriff of Adams County. As Ms. Ward has stated that Sheriff Wollin is looking for a motion for the Sheriff to deviate from the County Policy and make his own decisions that would benefit the department and its employees the best. Jack Albert said this is a subject that would need much more discussion. In the scope of the existing 414 contract that the committee recognize those powers and grant those powers as long as straying outside of the present contract and maintain status quo until the departmental policy is discussed at a later date. Sheriff Wollin indicated he was not aware any of these were being finalized and was not offered discussion or input from the Transition Committee. Trena Larson said that we will roll into the new year operating under the General Administrative Policies knowing very well there are items not in the policy. Those items will come forward and will be evaluated, accepted or denied. What is accepted and when they will retro back any back to January 1<sup>st</sup>. Ms. Ward explained we need to give Sheriff Wollin direction now because he will not have employees the first few days of the year with no union contract. The committee would like to schedule a meeting later to discuss this. **Meeting scheduled for Tuesday the 27<sup>th</sup> at 9:00 am. Sandra will book a room and let everyone know.**
10. The Committee will convene in closed session per Wis. Stats. §19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.  
Motion by keckeisen to come into closed session. James made 2<sup>nd</sup> motion and UN.

*pg 1 of 2*

11. The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters.
12. Set next meeting date. December 27<sup>th</sup> at 9:00 am in Conference Room A260.
13. Action items for next meeting.  
Veterinary RFP / Trena Larson )show up at 10:00  
Closed session about 9:15 –  
Policy
14. Adjourn. Ward/Keckeisen. 6:15.

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PS & J 12-20-11

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**December 14, 2011, 5:30 PM**  
**LANDFILL, 1420 HWY 21, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
Florence Johnson  
Patrick Gatterman  
Mike Keckeisen  
Alexandria Beckman, SAYL  
Nick Theisen, SAYL

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Al Sebastiani, County Board Chair  
Erik Lietz, Ayres Associates  
Barb Morgan  
Everett Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 5:30 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, JOHNSON, GATTERMAN, KECKEISEN, BECKMAN AND THEISEN. *Motion by Keckeisen, second by Gatterman, to approve the Agenda as presented. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM NOVEMBER 15 & 16, 2011:** *Motion by Morgan, second by Johnson, to approve the Open Session minutes as presented for the November 15 and November 16, 2011 meetings. All in favor. Motion carried.*

**PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** None.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report for November 2011 along with the Check Summary Report for November, 2011. Discussion was held. *Motion by Gatterman, second by Johnson, to approve the Financial Report and the Check Summary Report for November 2011. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated December 14, 2011 (see attached copy). *Motion by Gatterman, second by Morgan, to approve the Site Report as presented. Discussion was held. All in favor. Motion carried.*

**DISCUSS AND APPROVE CONTRACTS/AGREEMENTS/LEASES:** Ms. Diemert updated the Committee on the progress with IROW. We have met a couple times to discuss contract language. We will continue with this project and report back at the next meeting.

Ms. Diemert reported that there have been no further updates on regionalizing Adams, Monroe and Juneau Counties.

Ms. Diemert also reported that she met with the Village of Coloma to discuss curbside services. We will be providing collection service for the 1<sup>st</sup> quarter on a time and materials basis.

**RESOLUTION TO PURCHASE INTERNET SERVICE:** Ms. Diemert presented a resolution to authorize the purchase of internet service through Frontier Communications. A better internet connection is needed at the landfill since multiple connection problems are kicking employees out of the computers and we are out of commission for hours at a time. All our computers are connected to a server connected via internet to the Courthouse network. Our routing program will also not work without internet connection. *Motion by Keckeisen, second by Johnson, to approve the purchase of internet service through Frontier Communications pending review of the resolution by Corporation Counsel. Discussion was held. All in favor. Motion carried.* Committee members will sign the final resolution drafted by Corporation Counsel.

**RESOLUTION TO ENTER INTO DELINQUENT ACCOUNT COLLECTION SERVICE:** Ms. Diemert presented a resolution to enter into a contract with Professional Placement Services to provide delinquent account collections services. We are currently using them to provide this service and their commission has decreased from 25% to 19%. *Motion by Gatterman, second by Babcock, to approve using Professional Placement Services for our delinquent account collection services and to sign the resolution following Corporation Counsel's review. Discussion was held. All in favor. Motion carried.*

**APPROVE ANY VEHICLE/EQUIPMENT OR OTHER PURCHASES OR RENTALS:** Ms. Diemert reported that the two trucks discussed last meeting did not meet our needs and that Hank is continuing to search for trucks. No additional equipment or vehicles were purchased.

**EMPLOYEE UPDATE:** Ms. Diemert updated the Committee on the two employees that are still out with injuries. One is a Worker's Comp injury and the other is not. No other employee updates were presented.

She next presented a Personnel Recruitment Form and Job Description for the Part-Time Scale Clerk/Secretary position that was created in the 2012 Budget process. *Motion by Johnson, second by Morgan, to sign the Personnel Recruitment Form, approve the job description, and forward to Personnel Director for filling. Discussion was held. All in favor. Motion carried.*

Ms. Diemert next presented a Personnel Recruitment Form and Job Description for a Part-Time Truck Driver/Laborer position that is needed for the two new hauling contracts. This was not created in the 2012 Budget as we did not have confirmation of the new curbside contracts at that time. The new contracts will pay for this position and no additional money will be added to the tax levy. This will need to go to Executive Committee and County Board prior to filling the position. *Motion by Johnson, second by Morgan, to sign the Personnel Recruitment Form, approve the job description,*

*and forward to Personnel Director and Executive Committee for approval. Discussion was held. All in favor. Motion carried.*

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert had no new trainings or conferences to approve.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: Any updates needed.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, January 11, 2012 at 5:30 PM at the Courthouse. *Motion by Gatterman, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:12 P.M..

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

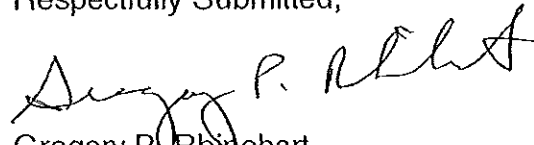
**ADAMS COUNTY SURVEYOR'S OFFICE**  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

**ADAMS COUNTY SURVEYOR'S REPORT # 457**  
January 3, 2012  
Report for the month of December, 2011

The 2011 Monument Maintenance Program has been completed. The 2011 project area was all of T14N and all of T15N in the county. This year we found one monument that was completely destroyed along with all witnesses rendered unusable. The 2012 Project area is the Towns New Chester, Lincoln, Richfield, and Colburn.

I am continuing with the duties of my office.

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

1/3/2012

ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
P.O. BOX 187, FRIENDSHIP, WI 53934  
(608) 339-4226

SUMMARY OF ACCOUNTS 2011

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00	270.00	
Balance	\$3,300.00	\$21,630.00	\$ 500.00
FEBRUARY	300.00	10,525.59	
Balance	\$3,000.00	\$11,104.41	\$ 500.00
MARCH	300.00		
Balance	\$2,700.00	\$11,104.41	\$ 500.00
APRIL	300.00	3,554.20	
Balance	\$2,400.00	\$ 7,550.21	\$ 500.00
MAY	300.00		
Balance	\$2,100.00	\$ 7,550.21	\$ 500.00
JUNE	300.00		
Balance	\$1,800.00	\$ 7,550.21	\$ 500.00
JULY	300.00		
Balance	\$1,500.00	\$ 7,550.21	\$ 500.00
AUGUST	300.00	1957.31	
Balance	\$1,200.00	\$ 5,592.90	\$ 500.00
SEPTEMBER	300.00		
Balance	\$ 900.00	\$ 5,592.90	\$ 500.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 5,592.90	\$ 500.00
NOVEMBER	300.00		
Balance	\$ 300.00	\$ 5,592.90	\$ 500.00
DECEMBER	300.00	5,592.90	
Balance	\$ 0.00	0.00	
Grand Total \$	0.00	\$ 0.00	\$ 500.00





**Extension Committee**

**Minutes of Meeting**

**December 13, 2011 @ 1:00PM**

**Adams County Community Center**

**569 N. Cedar Street, Extension Conference Room 123**

**Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:00 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call:** **Board Members:** Florence Johnson, Jack Allen, Diane England and Dave Repinski – Present. Glenn Licitar arrived at 1:05 p.m.  
**Extension Staff:** Don Genrich, Jennifer Swensen, Theresa Wimann, and Linda Arneson – Present. Mary Ann Olson – Excused  
**Sayl Member:** Brittany Metoyer - Present  
**Others Present:** Fran Dehmlow and Betty Licitar
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Repinski and Second by Allen to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Allen Second by England to accept minutes of the Extension Committee Meeting of November, 8, 2011 presented. Motion carried.
6. **Public Participation:** None
7. **Items for Action or Discussion:**
  - a) Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Olson and Theresa Wimann: Committee discussed the monthly reports. Motion by Allen Second by England to place Monthly Reports on file. Motion carried.
  - b) Review Calendars of Extension Education Staff: Committee reviewed December calendars for all education staff.
  - c) Review Check Summary and Financial Statement for November 2011: November Check Summary not available will be presented to Committee at the January meeting. November Financial Statements were reviewed. Motion by Allen Second by Licitar to place Financial Statements for November 2011 on file. Motion carried.
  - d) Out-of-State Travel Resolution - Genrich: Motion by Allen Second by England to approve Resolution as presented and forward to the County Board. Motion carried.

- e) WACEC District 3 Meeting: Draft agenda for the January 6, 2012 WACEC (Wisconsin Associated County Extension Committees, Inc.) District 3 Annual meeting was provided to Committee members. Johnson, Allen, Licitar, Repinski and Genrich will attend this meeting in Stevens Point
- f) Support for Former Extension Employees: Genrich asked for input/direction from the committee regarding the Adams County Extension office providing support, i.e. copying, typing, faxing, etc. to former Extension employees that provide educational programs/services to organizations/groups that are not part of Adams County. After discussion it was decided to invite Edie Felts-Podoll to the January Extension Committee meeting to further discuss the situation. Motion by Allen that the Adams County UW-Extension office will not provide support to former employees that provide educational programming for other departments/organizations/counties. Second by Repinski. Voice vote: Allen, England & Repinski yes. Licitar no. Motion carried.
- g) Community Center: Allen advised that names of people provided input into how to spend the Henning Estate Funds had been passed on to Property Committee. Work continues on roof at Community Center.
8. Set Next Meeting Date: Next regular meeting will be January 10, 2012 at 1:00 p.m. at the Adams County Community Center.
9. Agenda Items for Next Meeting:
- WACEC Report
  - Support to Former Employees
  - Community Center
10. Adjourn: Motion by Repinski and Second by Allen to adjourn. Motion carried. Meeting adjourned at 2:36 p.m.

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Minutes taken by  
Linda Arneson  
Clerk/Bookkeeper  
UW-Extension, Adams County

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Diane England, Committee Secretary

**These minutes have not been approved by the Extension Committee.**